

A G E N D A
RIO DELL CITY COUNCIL
REGULAR MEETING - 6:30 P.M.
TUESDAY, AUGUST 7, 2012
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

THE TYPE OF COUNCIL BUSINESS IS IDENTIFIED IMMEDIATELY AFTER EACH TITLE IN BOLD CAPITAL LETTERS

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. CEREMONIAL
- E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 5 minutes.

F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Council members if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS".

- 1) 2012/0807.01 - Approve Minutes of the July 10, 2012 Special Meeting (**ACTION**)
- 2) 2012/0807.02 - Approve Minutes of the July 17, 2012 Regular Meeting (**ACTION**)

- 3) 2012/0807.03 - Receive and File Report on Disposal of Surplus Property (John Deere Mower Model F1194) **(ACTION)**
- 4) 2012/0807.04 - Approve Progress Pay Request No. 5 to Wahlund Construction, Sequoia Construction Specialties in the Amount of \$1,377,678.49 for Work Related to the Wastewater Treatment Plant Upgrade and Disposal Project **(ACTION)**
- 5) 2012/0807.05 - Approve Short-Term Modification of Employment Agreement with City Manager James R. Stretch, Direct the City Attorney to Prepare the Necessary Amendments to the Agreement and Authorize the Mayor to Sign Agreement **(ACTION)**
- 6) 2012/0807.06 - Approve Resolution No. 1168-2012 Consolidating Water Rates, Charges and Fees Pursuant to Provisions of Rio Dell Municipal Code Chapter 13.05, Rescinding Resolutions 998-2008, 1142-2012, and 1159-2012 **(ACTION)**
- 7) 2012/0807.07 - Approve Resolution No. 1169-2012 Approving Position Allocation Schedule for Fiscal Year 2012-2013 **(ACTION)**

G. SPECIAL PRESENTATIONS

H. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2012/0807.08 - Approve Change Order in the Amount of \$30,892 for a new PLC SCADA and Pump Control Panel for the Wastewater Treatment Plant Upgrade and Disposal Project **(ACTION)**

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- 3) 2012/0807.09 - Approve Minor Amendments to (6) Employment Agreements **(ACTION)**

I. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

J. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Chief of Police
3. Finance Director
4. Community Development Director

K. COUNCIL REPORTS/COMMUNICATIONS

- L. STUDY SESSIONS/PUBLIC HEARINGS
- M ANNOUNCEMENT OF ITEMS TO BE DISCUSSED CLOSED SESSION AS FOLLOWS
- N. PUBLIC COMMENT REGARDING CLOSED SESSION
- O. RECESS INTO CLOSED SESSION
- P. RECONVENE INTO OPEN SESSION
- Q. ORAL ANNOUNCEMENTS
- R. ADJOURNMENT

***The next Regular meeting will be on August 21, 2012
at 6:30 PM in City Hall Council Chambers***

**RIO DELL CITY COUNCIL
SPECIAL MEETING
JOINT STUDY SESSION
JULY 10, 2012
MINUTES**

A Special Meeting of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Woodall.

ROLL CALL: Present: (Joint Study Session) Mayor Woodall, Councilmembers Leonard, Marks Thompson and Wilson; Planning Commissioners Gonzales, Chapman, Johnson and Millington, City Manager Stretch, Chief of Police Hill, Community Development Caldwell and City Clerk Dunham

Absent: Planning Commissioner Angeloff (excused)

Present: (Special Meeting) Mayor Woodall, Councilmembers Leonard, Marks, and Wilson; City Manager Stretch, Chief of Police Hill, Community Development Caldwell and City Clerk Dunham

Absent: Finance Director Beauchaine (excused)

STUDY SESSIONS/PUBLIC HEARINGS

Joint Study Session with Planning Commission

One-Way Streets Concept

Community Development Director Caldwell provided a staff report and stated at the June 19, 2012 regular meeting, staff was directed to schedule a Joint Study Session with both the Planning Commission and the City Council to consider the One-Way Streets Concept and to consider amending the Town Center designation and its' allowed uses. It was decided at that time to also include identifying downtown historic buildings and potential specific downtown design review guidelines; and to provide an update on the County General Plan and recommended land use designations adjacent to the City.

He stated a meeting was held on May 16, 2012 regarding designating a number of the streets in the "Avenues" neighborhood as one-way streets and re-designating much of the "Avenues" neighborhoods from Town Center to Urban Residential. At that meeting there were concerns raised regarding changing streets to one-way streets and basically four options were discussed: 1) one-way streets; 2) parking restricted to one side of the street only; 3) parking by permit only; and 4) no change at all. He said overall it was agreed that the one-way street concept would work although it would be a little more inconvenient and take some time getting used to.

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Chief of Police Hill provided background leading to the discussion of one-way streets and said the matter was brought up due to concerns regarding whether emergency vehicles could get through the "Avenues" during an emergency because of the narrow width of the streets, which led to the idea of only allowing parking on one side of the street, which then led to the one-way street concept.

Community Development Director commented that First Ave., being the narrowest street is only 30 feet wide and said designating that street as one-way would take care of the problem with traffic trying to pass going opposite ways but would not solve the parking issue. He said another concern is signage which could cost somewhere between \$5,000 and \$10,000; and the issue of mail delivery.

Debra Lake, Rio Dell Postmaster stated that she can't make a decision for the postal service but she would have no problem changing the direction of the delivery route provided all the mailboxes are on the same side of the street. She suggested neighborhood delivery units (NDU's) as an option.

A public hearing was opened at 5:40 p.m. to receive public comment on the proposed one-way streets concept.

Keith Miller stated he was in agreement with partial one-way street designations in the avenues and said he drove the avenues and took some measurements and his contention is that Third and Fourth Ave. should be left alone; with First and Second Ave. designated as one-way. He said if everyone would utilize available off-street parking, 90% of the problem would be eliminated. He also suggested that the direction for the flow of traffic on First and Second Ave. be reversed from what staff recommended on the map as presented.

Ayala Tacpai asked if the only reason this concept is being considered is because of access by emergency vehicles; Councilmember Marks commented that it is to insure the health and welfare of all citizens.

Stephen Harrison stated he thought the whole idea was pointless and would like to see no change.

A Gunnerson Lane resident asked if this proposal related to a hypothetical situation or an actual event involving a life-safety situation. Chief Hill said that he can't speak for the fire department but the police department has been involved in situations where vehicles had to be moved to get emergency vehicles through, so the potential was there.

Councilmember Marks stated she attended a Traffic Committee meeting approximately 4 years ago and the Fire Chief came and expressed concern about

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potential safety issues with fire trucks having difficulty getting through narrow streets in the avenues.

Ayala Tacpai stated that instead of spending money on signage, perhaps the City should consider an incentive program to encourage off-street parking.

Chief Hill said he spoke to several residents on First Ave. who indicated they preferred to park on the street.

Commissioner Gonzales said he felt two way traffic on Third and Fourth Ave. was probably workable and said he would like to see traffic on First Ave. going North one-way and on Second Ave., one-way going South as proposed by staff. He pointed out that it is unsafe making a left hand turn from Atlanta onto First Ave. because of a travel trailer parked on the corner.

Mayor Woodall said she drove down the avenues and feels that First Ave. is to most critical; with Second, Third and Fourth not as problematic. She suggested a "No Parking" sign be posted at First and Atlanta St.

Discussion continued regarding mail delivery on one-way streets. Councilmember Thompson agreed the biggest problem is First Ave. and suggested removing all mail boxes on first Ave. and replacing them with neighborhood delivery units (NDU's).

Chief Hill expressed concern with people crossing over the street to pick up their mail. Debra Lake reiterated that all mail deliveries will need to be on one side of the street.

Commissioner Johnson commented that something has to be done with First Ave. and if creating parking on one side of the street only cannot be done, then it seems one-way traffic is the only option. He said it is safer to have at least 2 of the streets in the avenues as one-way streets.

Councilmember Wilson said the street is very narrow on the north end of Second Ave. and that he observed people parking vehicles the wrong way. He too agreed with the majority that Third and Fourth Ave. should be left unchanged. He said the cost of the NBU's could be a deciding factor.

Debra Lake reviewed the four types of mail delivery and said that mail boxes on homes will soon be a thing of the past.

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The overall consensus was that First and Second Ave. be designated as one-way streets; the direction of one-way traffic be reversed from staff's recommendation; and that the cost and installation of neighborhood delivery units be explored.

City Manager Stretch stated the purpose of the Study Session is to see if there is interest in doing something to improve the circulation of the City and based on comments received this evening, it seem the best avenue would be to bring the matter before the planning commission. Community Development Director stated it may be a good impetus to jump start update of the City's Circulation Element.

Town Center Designation

Community Development Director presented the current zoning map and said the original intent of the Town Center zoning was to allow residential uses on lots as small as 2,500 square feet and facilitate the tear down of old dilapidated structures and construction of new homes on those parcels. He said staff discussed the concept of re-designating all but those parcels that front on Wildwood Ave. from Town Center to Urban Residential in part because the Town Center zone allows for a number of uses which may not be compatible with the residential character of the neighborhood. Another reason is that some lenders have questioned the residential use in a commercial zone.

Community Development Director Caldwell pointed out that there are two existing lots on Wildwood Ave. that extend to First Ave. which are candidates for split zoning. He said another potential land use change is to re-designate the parcels on Side St. to Pacific Ave. from Town Center to Urban Residential.

Community Development Director Caldwell then provided a handout of Principal Permitted Uses and Uses Permitted with a Use Permit including recommended changes which he reviewed.

A public hearing was opened at 6:45 p.m. to receive public input on the proposed Town Center designations.

Deborah Bare asked if apartments would be eliminated as an allowable use in the Town Center; Community Development Caldwell explained apartments would not be allowed as a principally permitted use however, could be allowed with a Conditional Use Permit.

Keith Miller asked if manufacturing with retail will be allowed within the Town Center; Community Development Director said that with the proposed changes it would be allowed.

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Adam Dias commented that as an owner of an art gallery he feels that the requirement of a Conditional Use Permit for certain uses in the Town Center is reasonable. He said the vision he sees for the Town Center is a business district with certain types of manufacturing and especially an arts district where people can come and watch open art studios such as glass blowing which could be done in any one of the many vacant Buildings in the downtown area. He said several different artists could share a building which could be a big tourist attraction.

Joe Enes stated he has a parcel on Wildwood Ave. with plans for a residential development and asked if he would be required to retain that lot for commercial development; Community Development Director Caldwell said under the current zoning, he would be allowed a residential development but not under the new proposed zoning designation. He encouraged him to get his application in as soon as possible to avoid any restrictions.

City Manager Stretch pointed out that the Council will not be changing anything this evening and that this was merely a study session and before any changes are made, there will be a number of public hearings to receive public input.

Community Development Director Caldwell said realistically, the proposed changes will probably not go into effect until October.

Consensus of the Council was to direct staff to move forward with the proposed changes in the Town Center Designations.

Downtown Historic Buildings

Community Development Director Caldwell stated the City is considering identifying the downtown historic buildings and potential specific downtown design review guidelines. He said in 2002, Alex Stillman was hired by the City to come up conceptual drawings of a downtown design and proposed design review guidelines for the existing structures.

Commissioner Angeloff noted that there is actually funding available to renovate buildings if they are designated as historical structures.

County General Plan Update

Community Development Director Caldwell stated when John Miller from County Planning presented the County General Plan Update to the City Council; the map showing the recommended land use designations adjacent to the City was not complete. He presented a corrected map and reviewed the parcels outside City limits and the proposed General Plan Zone Amendments.

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At 7:02 p.m. Mayor Woodall called for a 5 minute recess. Planning Commissioners and Chief Hill and Community Development Director Caldwell were excused.

SPECIAL MEETING MATTERS

Approve Resolution No. 1163-2012 Determining that the Public Interest and Necessity Demand the Construction and Completion of Street Improvements, and Their Financing Through the Issuance of General Obligation Bonds

City Manager Stretch provided a staff report and stated at the July 3, 2012 City Council meeting, the Council discussed the fact that Measure X failed by only 25 votes on the June 5, 2012 special election ballot and the option of bringing the measure back before the voters at the November 6, 2012 General election. In view of the election results, and encouragement received from various citizens, the Council directed staff to prepare the necessary documents to offer the measure to the voters once again. Petitions were made available to citizens to collect the minimum number of required signatures in order to place the special assessment and bond obligation on the November 6, 2012 ballot.

Motion was made by Thompson/Leonard to approve *Resolution No. 1163-2012 Determining that the Public Interest and Necessity Demand the Construction and Completion of Street Improvements, and Their Financing Through the Issuance of General Obligation Bonds*. Motion carried 5-0.

Introduce and Conduct First Reading (by title only) of Ordinance No. 293-2012 Calling an Election and Ordering the Submission of a Proposition of Incurring Bonded Debt for the Purpose of Construction and Completion of Street Improvements, to the Qualified Voters of the City of Rio Dell at the General Municipal Election to be Held on November 6, 2012
City Manager Stretch explained this ordinance basically calls for the election and orders the submission of a proposition of incurring bonded debt for the street improvements and is essentially the same as the previously adopted ordinance except for the dates.

A public hearing was opened at 7:15 p.m. to receive public input on the proposed ordinance. There being no public input, the public hearing closed.

Motion was made by Wilson/Marks to Introduce and Conduct First Reading (by title only) of Ordinance No. 293-2012 *Calling an Election and Ordering the Submission of a Proposition of Incurring Bonded Debt for the Purpose of the Construction and Completion of Street Improvements, to the Qualified Voters of the City of Rio Dell at the General Municipal Election to be Held on November 6, 2012*. Motion carried 5-0.

Approve Resolution No. 1164-2012 Requesting the County Elections Department Include Rio Dell in the 2012 General Election for a Special Improvement Measure

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City Manager Stretch stated approval of the resolution is required in order for the Street Improvement Bond Measure to be placed on the ballot in the November 2012 General Election.

Motion was made by Leonard/Marks to approve *Resolution No. 1164-2012 Requesting the County of Humboldt Elections Department to Include Rio Dell in the 2012 General Election for a Special Improvement Measure*. Motion carried 5-0.

Approve Resolution No. 1165-2012 Approving City of Rio Dell Employee Handbook

City Manager Stretch stated the Draft Employee Handbook was presented to the Council as a “receive and file” item at the July 3, 2012 regular meeting and at that time, staff was directed to place it on the July 10, 2012 agenda for approval.

City Manager Stretch said after very extensive work, the Employee Handbook is in its final form and ready for adoption. He said it replaces the 1989 Personnel Rules and Regulations and other outdated policies of the City. He said it was reviewed by department heads, employee organizations and approved by the City Attorney as to legal form.

Mayor Woodall referred to Section 3.04 *Background/Reference Checks* where it states that a credit score is part of a background investigation to evaluate a job candidate’s qualifications and character, and questioned whether it was appropriate, stating that it is expensive and sometimes unnecessary. She also questioned Section 3.12 *Employee Medical Examinations*, stating the way it is written, it appears that every employee would be required to submit to a medical and drug test. It was also questioned whether temporary employees should be required to submit to a medical and drug test.

Councilmember Wilson asked why the City would even consider hiring someone who can’t pass a drug test.

City Manager Stretch pointed out that in some cases, the City may not want to incur the expense of testing.

Councilmember Wilson commented that a simple routine drug test should not be too costly and if the requirement of the job is to possess a valid California Driver License then it would imply that a drug test was also required. He said it would be good to know the cost for a basic test.

Consensus of the Council was that medical and drug testing requirements are the same for all employees. Councilmember Thompson suggested it be re-evaluated if the cost becomes an issue.

A public hearing was opened to receive public input on the proposed Resolution. There being no public comment, the public hearing closed.

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Motion was made by Thompson/Leonard to approve *Resolution No. 1165-2012 Approving the City of Rio Dell Employee Handbook*. Motion carried 5-0.

Approve Resolution No. 1166-2012 Approving Employment Agreements and MOU's

City Manager Stretch stated all of the 6 Employee Agreements and the 2 Employee Association MOU's were negotiated with the previous City Manager and awaiting approval of the Employee Handbook before approval by the City Council. He said in 2010, a salary survey was done by CPS which found that most staff salaries were far below the median for equivalent positions in the market area and at that time salaries were set at 85% of the median with a goal of developing future budgets based on sustainability. To accomplish this, staff was restructured thus eliminating positions and reducing the City Manager position to part-time. He said the proposed agreements and MOU's are structured to begin closing the gap between the 85% of median wage and the target of 100%. Wage increases the first year of the 2-year agreements are set a 2% with an additional 1% if the City receives at least \$60,000 in COPS/SLESF funding for the fiscal year. He said in speaking with a State Financial Analyst, he was assured that the City will receive \$100,000 in COPS/SLESF funding for the fiscal year. Thus, effective July 1, 2012, the Agreements and MOU's will reflect a 3% salary increase and potentially the same for the second year of the contracts.

Motion was made by Leonard/Marks to approve *Resolution No. 1166-2012 Ratifying the Rio Dell Employees' Association, the Rio Dell Peace Officers' Association and All Contract Employee Agreements*. Motion carried 5-0.

Approve Agreement Between the City of Rio Dell and Jones Hall for Bond Counsel Services in Connection with General Obligation Bond Proceedings

City Manager Stretch stated the City Council approved a similar agreement with this firm for the unsuccessful June 5, 2012 election with basically only the dates changed. He explained the costs for the Bond Counsel Services will be \$25,000 plus expenses and be covered by the bond issue should the bond pass. If it is not successful, there is no cost to the City.

Motion was made by Marks/Leonard to approve the agreement between the City of Rio Dell and Jones Hall for bond counsel services in connection with general obligation bond proceedings. Motion carried 5-0.

PUBLIC PRESENTATIONS

Larry Arsenol asked what the status is regarding the Wildwood Avenue Enhancement Project; City Manager Stretch explained that the bid came in too high and went back to the engineer for review of the bid options and is still in process.

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Councilmember Wilson asked what portion of the \$589,000 grant was allocated for engineering; City Manager Stretch said engineering was estimated at around \$25,000.

REPORTS/STAFF COMMUNICATIONS

City Manager Stretch reported that Shell Wind Energy has announced they are pulling the plug on the Bear River Ridge Wind Project due to unfavorable market conditions and issues pertaining to the transportation logistics of getting the wind turbines into Humboldt County.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Marks asked if the budget module had been purchased yet; City Manager Stretch said that it had not yet been purchased.

Councilmember Thompson commented on the implementation of a consumption based sewer rate structure and asked for a usage report on all utility customers.

Mayor Woodall said in touring the Avenues she observed several unregistered vehicles and trailers parked on the street.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:52 p.m. to the July 17, 2012 regular meeting.

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
REGULAR MEETING
JULY 17, 2012
MINUTES**

The Regular Meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Leonard, Marks, Thompson and Wilson

Others Present: City Manager Stretch, Chief of Police Hill, Finance Director Beauchaine, Community Development Director Caldwell, and City Clerk Dunham

Absent: Water Superintendent Jensen and Wastewater Superintendent Chicora (excused)

PUBLIC PRESENTATIONS

Nick Angeloff reported on the recent efforts for railbanking from Eureka to Arcata and said the plan was for HCAOG to consider the matter, then take it back to the City Council's but instead the Board submitted a letter of support to the Board of Supervisors to form a Humboldt Bay Railbanking Committee, with representation from the North Coast Railroad Authority (NCRA) Directors and staff, to evaluate options for a short line "rail with trails" line from Eureka to Samoa.

CONSENT CALENDAR

Councilmember Wilson asked that Item 4 *Lease Agreement with DocuStation for a New Xerox 7545 Copy Machine* be removed from the consent calendar and placed under *Special Call Items* for separate discussion; Likewise, Councilmember Marks asked that Item 2, *Janitorial Services Agreement with North Coast Cleaning Services* and Item 3 *Sale of 1988 International 3-Axle Flat Bed Truck to Rio Dell Fire Protection District* be removed for separate discussion.

Motion was made by Leonard/Marks to approve the consent calendar including approval of minutes of the July 3, 2012 regular meeting; and approval of Resolution No. 1162-2012 Rescinding Resolution No. 1120-2011 Approving Billable Rates for Staff Time for FY 2012-2013. Motion carried 5-0.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Approve Janitorial Services Agreement with North Coast Cleaning Services

Councilmember Marks asked for clarification as to whether the agreement had to be signed off by the City Attorney; City Manager Stretch said as stated in the staff report, the agreement was

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approved as to legal form by the City Attorney. He explained the amended agreement increases the cleaning schedule by 1 hour per week.

Councilmember Thompson asked how many years it had been since the City sent out RFP's for Janitorial Services; City Clerk Dunham stated staff attempted to solicit quotes for new cleaning services a few years ago, but there were no responses received.

Motion was made by Thompson/Marks to approve the Janitorial Services Agreement with North Coast Cleaning Services effective August 1, 2012. Motion carried 5-0.

Sale of 1988 International 3-Axle Flat Bed Truck to Rio Dell Fire Protection District

Councilmember Marks asked if the vehicle in question was purchased by the City; City Manager Stretch stated the Chief of Police acquired the vehicle through the US Military Surplus Program at no cost to the City, and recently undergone repairs in the amount of \$1,000 to make it street legal. The Rio Dell Fire Department has agreed to purchase the vehicle for \$1,000 to cover those costs.

Mayor Woodall said it was her understanding that under this program the vehicle could not be sold; Chief Hill said the restriction was released since the matter was last discussed.

Motion was made by Marks/Leonard to approve the sale of a 1988 International 3-Axle Flat Bed Truck to the Rio Dell Fire Protection District in the amount of \$1,000. Motion carried 5-0.

Approve Lease Agreement with DocuStation for a New Xerox 7545 Copy Machine

City Manager Stretch stated since submittal of the Council packets, the staff report was revised to include the option of a 36-month lease rather than a 48-month lease on the proposed copier. He said his recommendation is to go with a 36-month lease because of the rapid change in technology and noted the cost would only be an additional \$60.00 per month, bringing the lease payment to \$442.00 per month.

Councilmember Wilson questioned the buy-out of the former lease agreement; Finance Director Beauchaine explained that at the end of the lease, there is the option to purchase the old equipment or enter into a new lease agreement for new equipment; if the old equipment is kept at the end of the lease, then a buy-out amount applies, otherwise it's simply turned back in with no further charges.

Motion was made by Wilson/Marks to approve the 36-month lease agreement with DocuStation for a new Xerox 7545 Copy Machine. Motion carried 5-0.

Approve Revised LACO Scope of Services Agreement

Finance Director Beauchaine provided a staff report and stated the City Council approved a Scope of Services with LACO Associates in the amount of \$41,030 to provide testing services on

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the Wastewater Treatment and Effluent Disposal Project. At the time the original proposal was submitted, the cost was based on an estimated construction schedule prior to the commencement of construction. Once construction began and they received the actual construction schedule from the contractor, the Scope of Services had to be revised to reflect the actual amount of work required for testing activities proposed at this time.

Councilmember Thompson referred to the "Assumptions" section of the Agreement where it states that "LACO will rely on the project inspector and resident engineer to coordinate the total number of site visits needed to meet the quality assurance and testing requirements of the project" and said with that he was in support of the revision to the Agreement.

Richard Behrens, Construction Manager for the project was present to answer questions regarding the revised agreement. He stated he reviewed the agreement with LACO very thoroughly and noted the compaction testing is a large portion of the increase but under quality assurance, is necessary and provides the City with a secondary level of protection. He said that one concern is that there are several types of soil to be tested which brought the cost up although said he was not surprised by the estimate. He noted that LACO will only come and test when determined by the project inspector and engineer that it is necessary.

Councilmember Marks pointed out that the original scope included 4 tests and the revised scope includes 8 additional tests and asked how it was determined; Mr. Behrens explained that every time concrete is poured, LACO must be present to take soil samples. He also indicated that there is a possibility the cost could be reduced if the City is allowed to run the pipe under the river rather than through the bridge.

Motion was made by Thompson/Leonard to approve the revised Scope of Services for LACO Associates for testing on the Wastewater Treatment and Effluent Disposal Project and to direct the City Manager to execute the contract. Motion carried 5-0.

Preliminary Remodel Design for Kreations Auto Body

Community Development Director Caldwell stated the owner of Kreations, Kevin Bradley and his architect Doug Brown met with City staff regarding a proposed plan for the redesign of the existing Kreations building, and said he wanted to share his ideas with the City Council.

Kevin Bradley said he and his architect were present to answer questions or concerns the Council may have regarding the proposed plans. He said they would be moving the fence between Kreations and the former Wildwood Feed by approximately 32 feet since the recent survey shows the property line was off by that distance. He said this will provide for additional parking for customers and employees and allow for a covered area to do estimates out of the rain. He said the redesign will include additional landscaping and a 50 foot glass wall which will dramatically improve the aesthetics of the building.

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Doug Brown said Kevin came to him with some ideas and said he was proud of his auto body and restoration work and wants to be more transparent. He said the idea is to “set the bar” and hopefully help the City by encouraging other development. He said he reviewed the City’s draft Design Review Guidelines and said they are very clear and straight-forward. He said design review guidelines are needed in order for a community to “grow smart.”

Councilmember Thompson commented that he loves the redesign and said for the past 10 years he has talked to people about the idea of a car museum and said the former Wildwood Feed building would be a great site for something like that.

City Manager Stretch commended Mr. Brown on the nice job he did on the drawings and said he did a good job carrying out the landscaping as well. He asked how far the facade would wrap around the sides of the building; he was told it would extend back around 14 feet.

The overall reaction of the Council was very positive and supportive of the redesign.

Designate the Community Development Director and City Manager as Authorized Representatives to Approve Property Mergers

Community Development Director Caldwell stated that it recently came to his attention that the City’s Subdivision Ordinance requires that Parcel Mergers be approved by the City Engineer. In order to streamline potential parcel mergers and reduce engineering costs, staff is recommending that the City Council designate the City Manager and/or the Community Development Director as “authorized representatives”.

Motion was made by Thompson/Leonard to designate the City Manager and/or the Community Development Director as an authorized representative in the review and approval of parcel mergers. Motion carried 5-0.

Follow up of a Joint Study Session Discussion on the County General Plan Update

Community Development Director Caldwell said this item is a continuation from July 10, 2012 Study Session. He said the City Council received a presentation from John Miller of the County Community Development Department regarding the General Plan Update and recommended Land Use designations for properties adjacent to the City. He said the County is recommending the parcel located above and adjacent to the Dinsmore Plateau currently owned by Green Diamond Resources, be re-designated from Timberland (T) and Timberland Production Zone (TPZ) to Urban Reserve, Rural Residential with 5-20 acre minimum. He said staff feels it may be premature to designate the parcel as Urban Reserve because of access issues with the dead end road at the Dinsmore Plateau, and under the City’s current land use designations, the City could accommodate approximately 900 additional parcels.

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He said another concern the City Council may want to consider is to request that the former Mozzetti parcel west of Highway 101, which will accommodate the City's wastewater disposal field, be designated as Public Facility (PF).

Also, based on the recommended designations in the Monument Road and the Blue Slide Road areas, it appears that the General Plan could facilitate additional development that could impact the City's roads. Because of this, he said staff recommends that the City requests that the County refer all projects affecting Monument Road and Blue Slide Road to the City for review and identification of appropriate mitigation measures.

Motion was made by Marks/Leonard to direct staff to prepare a letter to the County for the Mayor's signature identifying any concerns or issues from the City. Motion carried 5-0.

Receive and File Certification from County Elections as to the Number of Valid Signatures on Petitions for Placement of Ballot Proposition and if Valid Number of Signatures are Certified Direct Staff to Proceed with Placing New Street Improvement Bond Measure Before the Voters on November 6, 2012

City Manager Stretch provided a staff report and said the City Council directed staff to prepare a petition for circulation to voters to qualify a measure similar to Measure X on the November 6, 2012 ballot. He said a number of petitions were circulated in the City, and today the City Clerk delivered the petitions to the County Election's Office where they were processed.

City Clerk Dunham reported on the petition result breakdown stating that out of the 168 signatures checked, 151 signatures were valid and certified. She said the number of signatures far exceeded the required 15% or 71 required signatures to place the measure on November 6, 2012 ballot.

Councilmember Marks thanked those people who worked hard to try to get Measure X passed and said even more effort will be needed this time to get the message out to voters.

Motion was made by Wilson/Leonard to direct staff to proceed with placing the new street improvement GO bond measure proposition before the voters on November 6, 2012. Motion carried 5-0.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Conduct First Reading (by title only) of Ordinance No. 290-2012 Approving (or denying) the Albin General Plan and Zone Reclassification

Community Development Director Caldwell stated the applicant has asked that the matter be continued once again, to the August 21, 2012 regular meeting.

JULY 17, 2012 MINUTES
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Approve Resolution No. 1153-2012 Amending the 2006 CDBG Housing Rehabilitation Program Guidelines

Community Development Director Caldwell provided a staff report and said this has been before the City Council on a couple of occasions and the Council considered changes to the CDBG Program Guidelines and made some recommendations. He continued with review of the changes to the CDBG Owner- Occupied Rehabilitation Guidelines. The changes include:

- Establishing a sliding scale interest rate of 1%, 2% and 4% based on income;
- Reducing the interest rate from 7% to 5% for Owner-Investor Units;
- Prioritizing Owner-Occupied loans over Owner-Investor loans;
- Appointing the City Manager, Finance Director and the Community Development Director as the Loan Committee; and
- Establishing the City Council as the Loan Appeal Committee.

Councilmember Leonard referred to Attachment 3 (10) which names Redwood Community Action Agency as the Program Manager; Community Development Director Caldwell acknowledged the error and said he would make the correction.

Mayor Woodall opened a public hearing to receive public input on the proposed Guidelines; there being no public comment, the public hearing closed.

Councilmember Marks commented on the composition of the Loan Committee and said the Council discussed the idea of expanding the membership to include 1 councilmember and 1 planning commissioner. She asked if staff researched the pros and cons regarding the expanded membership; Community Development Director Caldwell explained that the City Council is the Loan Appeal Committee and at that point is involved in the loan process.

Councilmember Marks then asked if there are rules regarding "loan to value"; Community Development Director Caldwell stated the loan to value cannot exceed 80%.

Motion was made by Leonard/Thompson to approve *Resolution No. 1153-2012 Amending the CDBG Program Guidelines*. Motion carried 5-0.

Conduct Second Reading (by title only) and approve Ordinance No. 291-2012 Establishing Design Review Guidelines, Section 17.25.050 of the Rio Dell Municipal Code

Community Development Director Caldwell provided a staff report and said the ordinance establishing Design Review Guidelines was introduced at the July 3, 2012 regular meeting and at that time, there was limited discussion or public comment. He said the City's current fee schedule does not include a Design Review deposit therefore staff is recommending that the Council establish a deposit of \$500.00.

Councilmember Marks asked if someone has an unpaid balance on a previous project, if they will be allowed to submit an application for another project; Community Development Director

JULY 17, 2012 MINUTES

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Caldwell stated that it would no longer be allowed with the addition of revised language at the suggestion of the City Manager.

A public hearing was opened at 7:22 p.m. to receive public comment on the proposed ordinance; there being no public comment, the public hearing closed.

Motion was made by Thompson/Leonard to conduct the second reading (by title only) and approve *Ordinance No. 291-2012 Establishing Design Review Regulations, Section 17.25.050 of the Rio Dell Municipal Code and Resolution No. 1167-2012 Establishing a Design Review Deposit/Fee*. Motion carried 5-0.

Conduct Second Reading (by title only) and Approve Ordinance No. 293-2012 Calling for an Election to be Held on November 6, 2012 and Ordering the Submission of a Proposition of Incurring Bonded Debt for the Purpose of the Construction of Street Improvements

City Manager Stretch provided a staff report and stated on July 10, 2012 the ordinance was introduced, calling an election and ordering the submission of a proposition to incur bonded debt for street improvements to the voters at the general municipal election on November 6, 2012. The ordinance is now being submitted for its' second reading and adoption.

A public hearing was opened at 7:25 p.m. to receive public comment on the proposed ordinance. There being no public comment, the public hearing closed.

Motion was made by Marks/Wilson to conduct the second reading (by title only) and approve *Ordinance No. 293-2012 Calling an Election and Ordering the Submission of a Proposition of Incurring Bonded Debt for the Purpose of the Construction and Completion of Street Improvements, to the Qualified Voters of the City of Rio Dell at the General Municipal Election to be held on November 6, 2012*. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager Stretch reported on recent activities and announced the nomination period for the 2 upcoming vacant City Council seats opened on July 16, 2012 and closes on August 10, 2012; Candidate packets are available in the City Clerk's office for anyone interested in running for City Council. He also reported that he was assembling bids for re-roofing of City Hall which is scheduled to be completed by the end of construction season.

Chief of Police Hill reported on recent activities in the police department and stated Wildwood Days events will be starting on August 1st and that Fortuna and Ferndale Police Departments will be offering assistance in turn for Rio Dell Police Department assisting with Rodeo Week events and the Humboldt County Fair activities.

Finance Director Beauchaine had nothing further to report.

JULY 17, 2012 MINUTES

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Community Development Director Caldwell reported on recent activities in the planning department and stated the next Planning Commission meeting would be held on July 25, 2012 and items on the agenda will include the Teasley Minor Subdivision; the Smither Lot-Line Adjustment; the Close Lot-Line Adjustment and Parking Regulations.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson asked why the Albin General Plan and Zone Reclassification was continued again; Community Development Director Caldwell stated it was because the applicant was out of town and unable to attend the meeting.

Mayor Woodall and Councilmember Marks announced that they would be out of town during Wildwood Days and suggested Councilmembers Thompson and Wilson drive the City's Rhino in the parade.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:32 p.m. to the August 7, 2012 regular meeting.

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



To: Honorable Mayor and City Council Members

From: Jim Stretch, City Manager

Date: August 7, 2012

Subject: Report on disposal of surplus property (John Deere Mower Model F1194)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive and file this report.

BACKGROUND AND DISCUSSION

In 2010 the City purchased a used 1980's John Deere riding mower for \$2,200 to be used at the Davis St and Fireman's Park grounds. It was used for 2 years and then, due to the constant maintenance required on the mower, it was parked. The City has another riding mower that meets our needs for all of our properties. The Public Works staff has concluded that the mower is no longer needed for our grounds.

The Rio Dell Municipal Code 3.40 sets forth the policy on the disposal of surplus property, authorizing the City Manager to surplus property if the market value is less than \$10,000. Based on the information received, that determination was made on July 24, 2012.

The Rio Dell Fire Protection District (RDFPD) would like to purchase the mower for use at their Fireman's Park and the baseball field. They know that the mower needs repair. A selling price of \$500.00 is agreeable to both agencies, with the "as is-where is" caveat.

The City Manager has determined that the mower is surplus and that the RDFPD is a public agency that can put it to good use. The City Code directs that the City Manager report such actions on the Council's agenda for receive and file action.

The Finance Department received a copy of this report in order to make adjustments to the City inventory/assets list.

Cc: Director of Finance
RDFPD
Water/Street Superintendent

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

THROUGH: Jim Stretch, ~~City~~ Manager

FROM: Stephanie Beauchaine, Finance Director *SB*

DATE: August 2, 2012

SUBJECT: Wahlund/Sequoia Construction Pay Request #5

RECOMMENDATION

Approve Pay Request

BUDGETARY IMPACT

Pay Request #5 in the amount of \$1,377,678.49 will be funded through the SRF Loan/Principal Forgiveness.

BACKGROUND AND DISCUSSION

Pay Request #5 has been approved for payment by the City's Construction Manager and City Manager.

BEHRENS CONSTRUCTION AND INSPECTION SERVICES

170 South Bank Chetco River Road

Brookings, OR 97415-8288

(707) 696-4650

rbehrens@rbehrens.org

To: Rio Dell City Council
Jim Stretch, City Manager
Stephanie Beauchaine, Finance Director
Randy Jensen, Public Works Director

From: Richard Behrens, Construction Manager

Date: 7/26/2012

Project Name: **Wastewater Treatment Plant Upgrade and Disposal Project**

The WWTP project is now into the fifth month of progress. The contractor has completed approximately 40% of the concrete portion of the bio-tank. Work has begun at the disposal site with approximately 50% of the initial earth moving complete.

Approximately 75% of the Aero-Mod equipment has been delivered along with approx. 25% of the gauges for the plant operation. Nearly all disposal site piping and transmission line piping has been delivered.

Progress Payment Request No. 5 is attached. This pay request is based on the bid schedule breakdown provided by the contractor, Wahlund Construction, Inc./ Sequoia Construction Specialties, and the actual quantities of work completed and materials delivered to site.

There have been no Change Orders completed to date.

I recommend payment to Wahlund Construction, Inc./ Sequoia Construction Specialties for Progress Pay Request No. 5 in the amount of \$1,377,678.49 that also takes into account a 5% retention. Payment to the contractors is due within 20 days of receipt of each Application for Payment. Progress Payment Request No. 5 was received 7/25/2012.

cc:

Craig Olson, HDR Inc.

Rhet Rinehart, Wahlund Construction, Inc.

Brian Pritchard, Sequoia Construction Specialties

Progress Payment Summary

Owner: City of Rio Dell
Project Title: Rio Dell Wastewater Treatment Plant
Upgrade and Disposal

Job #: 24-11
Payment #: 5
Period Ending: 30-Jul-2012

1. Analysis of Authorized Contract Amount to Date

a. Authorized Contract Work Amount	\$ 10,631,000.00
b. Total Change Orders Work Amount	\$ -
c. Adjusted Contract Amount to Date	\$ 10,631,000.00

2. Analysis of Work Performed

a. Contract and Change Orders Performed to Date	\$ 3,526,682.10
b. Retainer, 5%	\$ 176,334.10
c. Net Contract Work to Date	\$ 3,350,347.99
d. Previous Billed	\$ 1,972,669.50
e. Balance Due This Period	\$ 1,377,678.49

3. Certification of Contractor

According to the best of my knowledge and belief, I certify that all items and amounts shown on the Schedule of Values are correct; that all work has been performed and/or material supplied in full accordance with the requirements of the referenced Contract, and/or duly authorized deviations, substitutions, alterations, and/or additions.

All previous progress payments received on account of the Work have been applied on account to discharge Contractor's legitimate obligations associated with prior Applications for Payment.

Wahlund Construction, Inc./
Sequoia Construction Specialties

Contractor

Ken Wahlund

Authorized Representative

Date: 7/25/2012

Title: Joint Venture Administrator

4. Certification of Construction Manager

I certify that I have checked and verified the above and foregoing Schedule of Values; that to the best of my knowledge and belief it is a true and correct statement of work performed and/or material supplied by the Contractor; that all work and/or material included in this Progress Payment Summary has been inspected by me and/or my duly authorized representative or assistants and that it has been performed and/or supplied in full accordance with the requirements of the referenced contract; and that the payment due to the Contractor is correctly computed on the basis of work performed and/or material supplied to date.

[Signature]
Construction Manager

Date: 7/26/12

5. Approval for Payment

[Signature]
City Manager

Date: 7-27-12

7/25/2012

A Joint Venture

License No. 855844

Eureka Office: 707-268-0150 Fax: 707-268-0137

To: City of Rio Dell

675 Wildwood Avenue
Rio Dell, California 95562

Pay Request No.: 5

Period Ending: 07/30/12

Rio Dell Wastewater Treatment
Plant Upgrade and Disposal Project
HDR Project No. 152932

7/25/2017

Item	Description of Item	Qty	Unit	Unit Cost	Total Cost	Previous		This Period		Total To Date	
						Qty	\$	Qty	\$	Qty	\$
1	Bid Item 1										
	Sheeting, shoring and bracing or equivalent method conforming to applicable safety order.	1	LS	\$ 5,000.00	\$ 5,000.00	75%	\$ 3,750.00	0%	\$ -	75%	\$ 3,750.00
					Bid Item 1 Total \$	5,000.00					
2	Bid Item 2										
	Over-excavation and disposal of undesirable material and compaction of fill material under biological treatment facility as defined in Section 02200 of the specifications.	2,500	CY	\$ 35.00	\$ 87,500.00	422	\$ 14,770.00	0	\$ -	422	\$ 14,770.00
					Bid Item 2 Total \$	87,500.00					
3	Bid Item 3										
	14-inch recycled water pipeline from Station 1+50 (+/-) to Station 101+50 (+/-), including all appurtenances as required to complete work.	10,000	L.F.	\$ 108.00	\$ 1,080,000.00	0.00	\$ -	2,487.63	\$ 268,664.02	2,487.63	\$ 268,664.02
					Bid Item 3 Total \$	1,080,000.00					
4	Bid Item 4										
	Recycled water pipeline from Station 101+50 (+/-) to Station 201+50 (+/-), including all work in Caltrans right-of-way.	1	LS	\$ 1,500,000.00	\$ 1,500,000.00	0%	\$ -	0%	\$ -	0%	\$ -
					Bid Item 4 Total \$	1,500,000.00					
5	Bid Item 5										
	All work at disposal site on north side of Eel River outside of Caltrans right-of-way.										
5.1	Site Clearing	1	LS	\$ 15,000.00	\$ 15,000.00	0%	\$ -	100%	\$ 15,000.00	100%	\$ 15,000.00
5.2	Earthwork	1	LS	\$ 289,475.00	\$ 289,475.00	0%	\$ -	60%	\$ 173,685.00	60%	\$ 173,685.00
5.3	Distribution and Turnout Boxes	1	LS	\$ 15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -
5.4	Precast Concrete Pump Station	1	LS	\$ 28,000.00	\$ 28,000.00	0%	\$ -	0%	\$ -	0%	\$ -
5.5	Pump Station Base & Equipment Pad	1	LS	\$ 6,825.00	\$ 6,825.00	0%	\$ -	0%	\$ -	0%	\$ -
5.6	Overflow Valve Concrete Pads	1	LS	\$ 20,475.00	\$ 20,475.00	0%	\$ -	0%	\$ -	0%	\$ -
5.7	Hydroseeding	1	LS	\$ 54,059.25	\$ 54,059.25	0%	\$ -	0%	\$ -	0%	\$ -
5.8	Submersible Non-Clog Tailwater Pumps	1	LS	\$ 32,386.10	\$ 32,386.10	0%	\$ -	0%	\$ -	0%	\$ -
5.9	REV/Piping	1	LS	\$ 150,000.00	\$ 150,000.00	44.67%	\$ 67,003.22	2.67%	\$ 4,002.02	47.34%	\$ 71,005.24
5.10	D/D Piping	1	LS	\$ 145,000.00	\$ 145,000.00	34.63%	\$ 50,211.42	0.00%	\$ -	34.63%	\$ 50,211.42
5.11	Tailwater Pump Piping - Material	1	LS	\$ 20,002.50	\$ 20,002.50	0%	\$ -	0%	\$ -	0%	\$ -

5.12	Tailwater Pump Piping - Labor	1	LS	\$	7,381.50	\$	7,381.50	0%	\$	-	0%	\$	-
5.13	Tailwater Pump Installation per D04	1	LS	\$	6,460.65	\$	6,460.65	0%	\$	-	0%	\$	-
5.14	HDG Bar Grating 2x per 1/D03	1	LS	\$	2,625.00	\$	2,625.00	0%	\$	-	0%	\$	-
5.15	PVC Stilling Well per D04	1	LS	\$	2,310.00	\$	2,310.00	0%	\$	-	0%	\$	-
Bid Item 5 Total					795,000.00		117,214.64		\$	192,687.02		\$	309,901.66
6	Bid Item 6												
All work as required per the MMRP as outlined in Specification Section 01560.		1	LS	\$	70,000.00	\$	70,000.00	20%	\$	14,000.00	10%	\$	7,000.00
Bid Item 6 Total					70,000.00		\$ 14,000.00		\$	7,000.00		\$	21,000.00
7	Bid Item 7												
Storm Water Pollution Prevention Plan and Implementation per Specification Section 02271.		1	LS	\$	10,500.00	\$	10,500.00	0%	\$	-	0%	\$	-
Bid Item 7 Total					10,500.00		\$ -		\$	-		\$	-
8	Bid Item 8												
All other work as indicated on the project plans and defined in the project specifications.													
8.1	Bidding Requirements												
8.1.1	Performance & Payment Bond	1	LS	\$	82,000.00	\$	82,000.00	100%	\$	82,000.00	0%	\$	-
8.1.2	Insurance	1	LS	\$	88,000.00	\$	88,000.00	100%	\$	88,000.00	0%	\$	-
Bidding Requirements Total					170,000.00		\$ 170,000.00		\$	-		\$	170,000.00
8.2	General Requirements												
8.2.1	Mobilization	1	LS	\$	156,250.00	\$	156,250.00	100%	\$	156,250.00	0%	\$	-
8.2.2	Demobilization	1	LS	\$	25,000.00	\$	25,000.00	0%	\$	-	0%	\$	-
8.2.3	Plumbing Mobilization	1	LS	\$	21,000.00	\$	21,000.00	0%	\$	-	0%	\$	-
8.2.4	Field Engineering & Surveying	1	LS	\$	10,000.00	\$	10,000.00	25%	\$	2,500.00	25%	\$	2,500.00
8.2.5	Administration Requirements	1	LS	\$	252,000.00	\$	252,000.00	22.22%	\$	56,000.00	5.56%	\$	14,000.00
8.2.6	Construction Schedules	1	LS	\$	2,000.00	\$	2,000.00	40%	\$	800.00	5%	\$	100.00
8.2.7	Submittals	1	LS	\$	18,000.00	\$	18,000.00	20%	\$	3,600.00	20%	\$	3,600.00
8.2.8	Temporary Offices, Sanitation, etc.	1	LS	\$	54,000.00	\$	54,000.00	22.22%	\$	12,000.00	5.56%	\$	3,000.00
8.2.9	Project Sign	1	LS	\$	1,500.00	\$	1,500.00	0%	\$	-	0%	\$	-
8.2.10	Construction Photographs	1	LS	\$	500.00	\$	500.00	100%	\$	500.00	0%	\$	-
General Requirements Total					540,250.00		\$ 231,650.00		\$	23,200.00		\$	254,850.00
8.3	WWTP Sitework												
8.3.1	Sludge Drying Bed Demolition	1	LS	\$	45,750.00	\$	45,750.00	100%	\$	45,750.00	0%	\$	-
8.3.2	Misc. Existing Tanks & Buildings Demolition	1	LS	\$	18,459.00	\$	18,459.00	0%	\$	-	0%	\$	-
8.3.3	Staging Area Earthwork & Grading	1	LS	\$	25,000.00	\$	25,000.00	100%	\$	25,000.00	0%	\$	-
8.3.4	Staging Area Temporary Fencing	1	LS	\$	1,500.00	\$	1,500.00	100%	\$	1,500.00	0%	\$	-
8.3.5	Hot Mix Asphalt Paving	1	LS	\$	38,287.20	\$	38,287.20	0%	\$	-	0%	\$	-
8.3.6	Canopy Slab @ CL2 Bldg	1	LS	\$	5,250.00	\$	5,250.00	0%	\$	-	0%	\$	-
8.3.7	Canopy Slab @ Ops Bldg	1	LS	\$	7,350.00	\$	7,350.00	0%	\$	-	0%	\$	-
8.3.8	Generator Slab	1	LS	\$	13,125.00	\$	13,125.00	0%	\$	-	0%	\$	-
8.3.9	CL2 Mixer Concrete Repair	1	LS	\$	4,200.00	\$	4,200.00	0%	\$	-	0%	\$	-
8.3.10	Chem Storage Slab	1	LS	\$	4,200.00	\$	4,200.00	0%	\$	-	0%	\$	-
8.3.11	3 Steel Canopies	1	LS	\$	36,163.05	\$	36,163.05	0%	\$	-	0%	\$	-

8.9.12	Effluent Pump Station 2W Piping - Labor	1	LS	\$	5,223.75	\$	5,223.75	0%	\$	-	0%	\$	-	0%	\$	-
				Effluent Pump Station Total		\$	88,133.85									
8.10	Equipment Procurement															
8.10.1	General Equipment & Mechanical Requirements	1	LS	\$	5,000.00	\$	5,000.00	0%	\$	-	20%	\$	1,000.00	20%	\$	1,000.00
8.10.2	Submersible Non-Clog Influent Pumps	1	LS	\$	57,697.50	\$	57,697.50	0.00%	\$	-	4.38%	\$	2,528.02	4.38%	\$	2,528.02
8.10.3	Submersible Non-Clog Effluent Pumps	1	LS	\$	57,697.50	\$	57,697.50	0%	\$	-	0%	\$	-	0%	\$	-
8.10.4	Package Biological Treatment Facility	1	LS	\$	1,563,759.75	\$	1,563,759.75	34.53%	\$	539,902.00	37.48%	\$	586,147.84	72.01%	\$	1,126,049.84
8.10.5	Static Mixer	1	LS	\$	5,910.45	\$	5,910.45	0%	\$	-	0%	\$	-	0%	\$	-
8.10.6	Laboratory Glassware, Apparatus and Equipment	1	LS	\$	17,000.00	\$	17,000.00	0%	\$	-	0%	\$	-	0%	\$	-
8.10.7	Sampling, Lab and Monitoring Equipment	1	LS	\$	753.90	\$	753.90	0%	\$	-	0%	\$	-	0%	\$	-
8.10.8	FRP Stop Gates and FRP Chemical Metering Enclosure	1	LS	\$	62,946.99	\$	62,946.99	0%	\$	-	0%	\$	-	0%	\$	-
8.10.9	Chemical Metering Equipment	1	LS	\$	19,778.86	\$	19,778.86	0%	\$	-	0%	\$	-	0%	\$	-
				Equipment Total		\$	1,790,544.95									
8.11	Painting															
8.11.1	Buildings and Doors	1	LS	\$	15,382.50	\$	15,382.50	0%	\$	-	0%	\$	-	0%	\$	-
8.11.2	Piping and Miscellaneous	1	LS	\$	15,382.50	\$	15,382.50	0%	\$	-	0%	\$	-	0%	\$	-
				Painting Total		\$	30,765.00									
8.12	Electrical															
8.12.1	Generator	1	LS	\$	173,853.75	\$	173,853.75	0%	\$	-	0%	\$	-	0%	\$	-
8.12.2	Light Fixtures	1	LS	\$	24,440.85	\$	24,440.85	0%	\$	-	0%	\$	-	0%	\$	-
8.12.3	Acqua Sierra Controls	1	LS	\$	147,383.25	\$	147,383.25	0.00%	\$	-	15.69%	\$	23,125.24	15.69%	\$	23,125.24
8.12.4	Motor Control Centers, Panels, Transformers, Etc.	1	LS	\$	222,247.20	\$	222,247.20	0%	\$	-	0%	\$	-	0%	\$	-
8.12.5	Underground Trenching, Backfill, Pads, Conduit	1	LS	\$	143,079.30	\$	143,079.30	4.62%	\$	6,613.83	2.00%	\$	2,861.59	6.62%	\$	9,475.41
8.12.6	Electrical Demo and New Work in Control Bldg, Electric Bldg, Blower Bldg and Operations Bldg	1	LS	\$	60,241.65	\$	60,241.65	0%	\$	-	10%	\$	6,024.17	10%	\$	6,024.17
8.12.7	Headworks, Effluent Pumps, Chlorine Electric	1	LS	\$	11,550.00	\$	11,550.00	0%	\$	-	0%	\$	-	0%	\$	-
8.12.8	Disposal Site Electric Not Counting Panels	1	LS	\$	6,825.00	\$	6,825.00	0%	\$	-	0%	\$	-	0%	\$	-
8.12.9	Job Move-In Temp Power	1	LS	\$	3,675.00	\$	3,675.00	100%	\$	3,675.00	0%	\$	-	100%	\$	3,675.00
8.12.10	Set Main Switchboard, Service, MCC2	1	LS	\$	36,626.10	\$	36,626.10	0%	\$	-	0%	\$	-	0%	\$	-
8.12.11	Hook-Up New Motors	1	LS	\$	10,363.50	\$	10,363.50	0%	\$	-	0%	\$	-	0%	\$	-
				Electrical Total		\$	840,285.60									
				Bid Item 8 Total		\$	6,420,000.00									
9	Bid Item 9															
				All work as required to install the Indirect Sludge Dryer System as defined in Addendum No. 3.												
9.1	Administration Requirements	1	LS	\$	20,000.00	\$	20,000.00	40%	\$	8,000.00	10%	\$	2,000.00	50%	\$	10,000.00
9.2	Indirect Sludge Dryer System	1	LS	\$	568,979.15	\$	568,979.15	30%	\$	167,693.75	0%	\$	-	30%	\$	167,693.75
9.3	Demolition	1	LS	\$	5,250.00	\$	5,250.00	0%	\$	-	0%	\$	-	0%	\$	-
9.4	Concrete Slab	1	LS	\$	21,000.00	\$	21,000.00	0%	\$	-	0%	\$	-	0%	\$	-
9.5	Decrease Bio Tank Size	1	LS	\$	(45,150.00)	\$	(45,150.00)	0%	\$	-	0%	\$	-	0%	\$	-
9.6	Paving	1	LS	\$	3,300.00	\$	3,300.00	0%	\$	-	0%	\$	-	0%	\$	-
9.7	Gas, Water, Drain & Misc. Piping for Sludge Dryer - Material	1	LS	\$	2,903.25	\$	2,903.25	0%	\$	-	0%	\$	-	0%	\$	-
9.8	Gas, Water, Drain & Misc Piping for Sludge Dryer - Labor	1	LS	\$	4,305.00	\$	4,305.00	0%	\$	-	0%	\$	-	0%	\$	-
9.9	Sludge Dryer System Installation	1	LS	\$	33,143.25	\$	33,143.25	0%	\$	-	0%	\$	-	0%	\$	-
				Bid Item 9 Total		\$	1,751,065.82									
				Bid Item 8 Total		\$	979,836.85									
				Bid Item 9 Total		\$	32,010.99									
				Bid Item 8 Total		\$	2,730,902.68									
				Bid Item 9 Total		\$	42,299.82									
				Bid Item 8 Total		\$	1,129,577.86									

7/25/2012

9.10	Sludge Dryer Venting	1	LS	\$	49,714.35	\$	49,714.35	0%	\$	-	0%	\$	-	0%	\$	-
9.11	Doors	1	LS	\$	9,555.00	\$	9,555.00	0%	\$	-	0%	\$	-	0%	\$	-
				Bid Item 9 Total		\$	663,000.00		\$	175,693.75		\$	2,000.00		\$	177,693.75
TOTAL						\$	10,631,000.00		\$	2,076,494.21		\$	1,450,187.89		\$	3,526,682.10
Original Contract Amount						\$	10,631,000.00									
Total Change Orders						\$	-									
Contract Work + Change Orders Performed To Date						\$	10,631,000.00									
Work To Date Minus 5% Retention						\$	3,526,682.10									
Previous Billed Less 5% Retention						\$	3,360,347.99									
Work To Date Minus Previous Billed						\$	1,972,669.50									
						\$	1,377,678.49									
TOTAL AMOUNT DUE						\$	1,377,678.49									



DATE	07/24/2012	TOTAL PAGES	2	INCLUDING COVER
TO	RICK PAGE			
EMAIL	WAHLUND CONSTRUCTION INC BRENTL@ISCO-PIPE.COM			
FROM	BRENT L., Ext. 6617	PHONE NUMBER	502-318-6650	
		FAX NUMBER	502-568-4009	
SUBJECT	ISCO Invoice 35001848			



ISCO Industries
926 Baxter Avenue
Louisville, KY 40204

REMIT TO

ISCO Industries
1974 Solutions Center
Chicago, IL 60677-1009

Invoice Reprint

INVOICE #	35001848
INVOICE DATE	07/20/12
PAYMENT TERMS	NET 30
PAGE	1 OF 1

BILL TO

115167
WAHLUND CONSTRUCTION INC
830 HILMA DRIVE
EUREKA, CA 95503

SHIP TO

WAHULND CONSTRUCTION
475 HILLTOP DRIVE
DELIVERY MUST BE VIA EDWARDS
DR
RIO DELL, CA 95562

ORDER NUMBER 35001334	ORDER DATE 04/04/12	SHIP VIA Best Way	CUSTOMER P/O NUMBER 24.11.03				
WRITTEN BY BRENT L., Ext. 6617	SHIP DATE 07/20/12	TRACKING #	JOB NUMBER				
SALES REP TOM VEDDER		FREIGHT TERMS PREPAID AND ALLOW	ORDERED BY				
PRODUCT/DESCRIPTION		QUANTITY OPEN	QUANTITY SHIPPED	QUANTITY BACKORDERED	PRICE	U/M	EXTENSION

11141110	10080	3360	6720	23.53	FT	79,060.80
14" DR 11 IPS PIPE						
HDPE 4710						
W/ PURPLE STRIPE						

Special Instructions:

SHIPPED 7/19/12 SHIPPED VIA: PACKER LOGISTICS INC
T75 DT# 88492013
122 DT# 88492517

SALES TOTAL	MISC. CHARGE	SHIPPING/HANDLING	SALES TAX	DEPOSIT APPLIED	CUR	INVOICE TOTAL
79,060.80	0.00	0.00	5,731.91	0.00	USD	84,792.71

PAYMENT TERMS ARE BASED UPON INVOICE DATE
A LATE CHARGE OF 1.5% PER MONTH (18% PER YEAR) WILL BE ADDED TO ALL PAST DUE BALANCES.

ISCO Standard Terms and Conditions apply. Please visit <http://www.isco-pipe.com/terms-and-conditions.aspx>



DATE	07/25/2012	TOTAL PAGES	3	INCLUDING COVER
TO	RICK PAGE WAHLUND CONSTRUCTION INC			
EMAIL	BRENTL@ISCO-PIPE.COM			
FROM	BRENT L., Ext. 6617	PHONE NUMBER	502-318-6650	
		FAX NUMBER	502-568-4009	
SUBJECT	Invoice 14006217			



ISCO Industries
926 Baxter Avenue
Louisville, KY 40204

Invoice

INVOICE #	14006217
INVOICE DATE	07/25/12
PAYMENT TERMS	NET 30
PAGE	1 OF 2

BILL TO

115167
WAHLUND CONSTRUCTION INC
830 HILMA DRIVE
EUREKA, CA 95503

SHIP TO

WAHLUND CONSTRUCTION
475 HILLTOP DRIVE
DELIVERY MUST BE VIA EDWARDS
DR
RIO DELL, CA 95562

ORDER NUMBER 14005151	ORDER DATE 05/07/12	SHIP VIA Best Way	CUSTOMER P/O NUMBER 24.11.03 REV.1
WRITTEN BY MIKE F., EXT 5351	SHIP DATE 07/24/12	TRACKING # 12431382	JOB NUMBER
SALES REP TOM VEDDER	FREIGHT TERMS PREPAID AND ADD	ORDERED BY	

PRODUCT/DESCRIPTION	QUANTITY OPEN	QUANTITY SHIPPED	QUANTITY BACKORDERED	PRICE	U/M	EXTENSION
54329999 1FT VALVE STEM EXTENSION	6	6	0	45.00	EA	270.00
54329999 2FT VALVE STEM EXTENSION	4	4	0	55.00	EA	220.00
66063311 6 X 2 TAPPED BLIND FLANGE	5	5	0	45.00	EA	225.00
54329999 4FT VALVE STEM EXTENSION	5	5	0	85.00	EA	425.00
54329999 404-1426X14 14.00" X 2" IP TAP SADDLE	9	9	0	216.67	EA	1,950.03
61020111 2" K SOFT COPPER 60'	120	120	0	15.75	FT	1,890.00
61020110 2" K SOFT COPPER 40'	40	40	0	15.75	FT	630.00
61020617 2" COPPER COUPLING C X MALE	9	9	0	15.07	EA	135.63



ISCO Industries
926 Baxter Avenue
Louisville, KY 40204

Invoice

INVOICE #	14006217
INVOICE DATE	07/25/12
PAYMENT TERMS	NET 30
PAGE	2 OF 2

BILL TO

115167
WAHLUND CONSTRUCTION INC
830 HILMA DRIVE
EUREKA, CA 95503

SHIP TO

WAHLUND CONSTRUCTION
475 HILLTOP DRIVE
DELIVERY MUST BE VIA EDWARDS
DR
RIO DELL, CA 95562

ORDER NUMBER 14005151	ORDER DATE 05/07/12	SHIP VIA Best Way	CUSTOMER P/O NUMBER 24.11.03 REV.1
WRITTEN BY MIKE F., EXT 5351	SHIP DATE 07/24/12	TRACKING # 12431382	JOB NUMBER
SALES REP TOM VEDDER	FREIGHT TERMS PREPAID AND ADD	ORDERED BY	

PRODUCT/DESCRIPTION	QUANTITY OPEN	QUANTITY SHIPPED	QUANTITY BACKORDERED	PRICE	U/M	EXTENSION
61020712 2" THREADED BALL VALVE W/ HANDLE	9	9	0	45.00	EA	405.00
59329999 2x2 302ASV AIR VAC VALVE EPOXY COAT IN/OUT	9	9	0	395.00	EA	3,555.00
61020411 2 X 3 BRASS NIPPLE	1	1	0	5.00	EA	5.00
61020411 2 X 3 BRASS NIPPLE	3	3	0	5.00	EA	15.00
61020411 2 X 3 BRASS NIPPLE	5	5	0	5.00	EA	25.00
61999999 4104B-22 2" BALL CORP MNPT X CTS	9	9	0	165.00	EA	1,485.00
54329999 6" DETECTABLE TAPE X 1000' RL PURPLE - RECLAIMED WATER	10	10	0	22.50	EA	225.00
54329999 12 GAUGE HDD-CCS PE45 WIRE X 500FT RL PURPLE	21	21	0	75.00	EA	1,575.00

SALES TOTAL	MISC. CHARGE	SHIPPING/HANDLING	SALES TAX	DEPOSIT APPLIED	CUR	INVOICE TOTAL
13,035.66	0.00	284.51	965.73	0.00	USD	14,285.90

PAYMENT TERMS ARE BASED UPON INVOICE DATE
A LATE CHARGE OF 1.5% PER MONTH (18% PER YEAR) WILL BE ADDED TO ALL PAST DUE BALANCES.

ISCO Standard Terms and Conditions apply. Please visit <http://www.isco-pipe.com/terms-and-conditions.aspx>



DATE	07/24/2012	TOTAL PAGES	2	INCLUDING COVER
TO	RICK PAGE			
EMAIL	WAHLUND CONSTRUCTION INC			
	BRENTL@ISCO-PIPE.COM			
FROM	BRENT L., Ext. 6617	PHONE NUMBER	502-318-6650	
		FAX NUMBER	502-568-4009	
SUBJECT	ISCO Invoice 35001852			



ISCO Industries
926 Baxter Avenue
Louisville, KY 40204

REMIT TO

ISCO Industries
1974 Solutions Center
Chicago, IL 60677-1009

Invoice Reprint

INVOICE #	35001852
INVOICE DATE	07/23/12
PAYMENT TERMS	NET 30
PAGE	1 OF 1

BILL TO

115167
WAHLUND CONSTRUCTION INC
830 HILMA DRIVE
EUREKA, CA 95503

SHIP TO

WAHLUND CONSTRUCTION
475 HILLTOP DRIVE
DELIVERY MUST BE VIA EDWARDS
DR
RIO DELL, CA 95562

ORDER NUMBER 35001334	ORDER DATE 04/04/12	SHIP VIA Best Way	CUSTOMER P/O NUMBER 24.11.03
WRITTEN BY BRENT L., Ext. 6617	SHIP DATE 07/23/12	TRACKING #	JOB NUMBER
SALES REP TOM VEDDER	FREIGHT TERMS PREPAID AND ALLOW	ORDERED BY	

PRODUCT/DESCRIPTION	QUANTITY OPEN	QUANTITY SHIPPED	QUANTITY BACKORDERED	PRICE	U/M	EXTENSION
11141110 14" DR 11 IPS PIPE HDPE 4710 W/ PURPLE STRIPE	6720	3360	3360	23.53 FT		79,060.80

Special Instructions:

SHIPPED 7/20/12 VIA: PACKER LOGISTICS INC

10 DT# 88492015

07 DT# 88492516

SALES TOTAL	MISC. CHARGE	SHIPPING/HANDLING	SALES TAX	DEPOSIT APPLIED	CUR	INVOICE TOTAL
79,060.80	0.00	0.00	5,731.91	0.00	USD	84,792.71

PAYMENT TERMS ARE BASED UPON INVOICE DATE
A LATE CHARGE OF 1.5% PER MONTH (18% PER YEAR) WILL BE ADDED TO ALL PAST DUE BALANCES.

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DATE	07/25/2012	TOTAL PAGES	2	INCLUDING COVER
TO	RICK PAGE			
EMAIL	WAHLUND CONSTRUCTION INC BRENTL@ISCO-PIPE.COM			
FROM	BRENT L., Ext. 6617	PHONE NUMBER	502-318-6650	
		FAX NUMBER	502-568-4009	
SUBJECT	ISCO Invoices			



ISCO Industries
926 Baxter Avenue
Louisville, KY 40204

Invoice

INVOICE #	35001856
INVOICE DATE	07/24/12
PAYMENT TERMS	NET 30
PAGE	1 OF 1

BILL TO

115167
WAHLUND CONSTRUCTION INC
830 HILMA DRIVE
EUREKA, CA 95503

SHIP TO

WAHLUND CONSTRUCTION
475 HILLTOP DRIVE
DELIVERY MUST BE VIA EDWARDS
DR
RIO DELL, CA 95562

ORDER NUMBER 35001334	ORDER DATE 04/04/12	SHIP VIA Best Way	CUSTOMER P/O NUMBER 24.11.03
WRITTEN BY BRENT L., Ext. 6617	SHIP DATE 07/23/12	TRACKING # See Below	JOB NUMBER
SALES REP TOM VEDDER	FREIGHT TERMS PREPAID AND ALLOW	ORDERED BY	

PRODUCT/DESCRIPTION	QUANTITY OPEN	QUANTITY SHIPPED	QUANTITY BACKORDERED	PRICE	UNIT	EXTENSION
11141110 14" DR 11 IPS PIPE HDPE 4710 W/ PURPLE STRIPE	3360	1680	1680	23.53	FT	39,530.40

Special Instructions:
DT# 88492518

Tracking Numbers:
PACKER LOGISTICS INC
122

SALES TOTAL	MISC. CHARGE	SHIPPING/HANDLING	SALES TAX	DEPOSIT APPLIED	CUR	INVOICE TOTAL
39,530.40	0.00	0.00	2,865.95	0.00	USD	42,396.35

PAYMENT TERMS ARE BASED UPON INVOICE DATE
A LATE CHARGE OF 1.5% PER MONTH (18% PER YEAR) WILL BE ADDED TO ALL PAST DUE BALANCES.

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DATE	07/25/2012	TOTAL PAGES	2	<small>INCLUDING COVER</small>
TO	RICK PAGE			
EMAIL	WAHLUND CONSTRUCTION INC BRENTL@ISCO-PIPE.COM			
FROM	BRENT L., Ext. 6617	PHONE NUMBER	502-318-6650	
		FAX NUMBER	502-568-4009	
SUBJECT	Invoice 35001861			



ISCO Industries
926 Baxter Avenue
Louisville, KY 40204

Invoice

INVOICE #	35001861
INVOICE DATE	07/25/12
PAYMENT TERMS	NET 30
PAGE	1 OF 1

BILL TO

115167
WAHLUND CONSTRUCTION INC
830 HILMA DRIVE
EUREKA, CA 95503

SHIP TO

WAHLUND CONSTRUCTION
475 HILLTOP DRIVE
DELIVERY MUST BE VIA EDWARDS
DR
RIO DELL, CA 95562

ORDER NUMBER 35001334	ORDER DATE 04/04/12	SHIP VIA Best Way	CUSTOMER P/O NUMBER 24.11.03
WRITTEN BY BRENT L., Ext. 6617	SHIP DATE 07/24/12	TRACKING # See Below	JOB NUMBER
SALES REP TOM VEDDER	FREIGHT TERMS PREPAID AND ALLOW	ORDERED BY	

PRODUCT/DESCRIPTION	QUANTITY OPEN	QUANTITY SHIPPED	QUANTITY BACKORDERED	PRICE	U/M	EXTENSION
11141110 14" DR 11 IPS PIPE HDPE 4710 W/ PURPLE STRIPE	1680	1680	0	23.53 FT		39,530.40

Special Instructions:
DT# 88492014

Tracking Numbers:
PACKER LOGISTICS INC
94

SALES TOTAL	MISC. CHARGE	SHIPPING/HANDLING	SALES TAX	DEPOSIT APPLIED	CUR	INVOICE TOTAL
39,530.40	0.00	0.00	2,865.95	0.00	USD	42,396.35

PAYMENT TERMS ARE BASED UPON INVOICE DATE
A LATE CHARGE OF 1.5% PER MONTH (18% PER YEAR) WILL BE ADDED TO ALL PAST DUE BALANCES.

ISCO Standard Terms and Conditions apply. Please visit <http://www.isco-pipe.com/terms-and-conditions.asp>

026 KEENAN EUREKA
49 2ND ST
EUREKA CA 95501-0300
707-443-8453 Fax 707-443-0195

**** INVOICE ****
(Reprint)

INVOICE DATE	INVOICE NUMBER
07/23/12	S006835349.001
REMIT TO: HAJOCA CORPORATION DEPARTMENT LA 21143 PASADENA CA 91185-1143	PAGE NO. 1

BILL TO:
WAHLUND CONSTRUCTION
830 HILMA DR
EUREKA, CA 95503-6600

SHIP TO:
RIO DELL WATER WASTE UPGRADE
C/O WAHLUND CONSTRUCTION
475 HILLTOP DR
RIO DELL, CA 95562-1440

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	CUSTOMER RELEASE NUMBER	FR	ORDERED BY	
026-412698K	RIO DELL	DISPOSAL SITE	N	BRET	
SALESPERSON	WRITER	SHIP #18	TERMS	SHIP DATE	ORDER DATE
Steven Blair	Pete Gray	OT OUR TRUCK	NET 60 DAYS	07/23/12	07/12/12
DESCRIPTION		ORDER QTY	SHIP QTY	NET UNIT PRICE	EXTENSION
6 DI C153 MJXFLNG ADPT		8ea	8ea	61.500ea	492.00
12 DI C153 MJXFLNG ADPT		2ea	2ea	208.500ea	417.00
*					
12 DI C110 FLNG 90 ELBOW		2ea	2ea	460.500ea	921.00
ABOVE PRIME COAT					
*					
ROMAC GRAP-DI 6 GRIP RING ACCY PAK		8ea	8ea	57.110ea	456.88
ROMAC GRAP-DI 8 GRIP RING ACCY PAK		6ea	6ea	81.418ea	488.51
ROMAC GRAP-DI 12 GRIP RING ACCY PAK		6ea	6ea	159.350ea	956.10

BY ACCEPTING THE PRODUCT DESCRIBED ON THIS INVOICE YOU HEREBY AGREE TO THE TERMS AND CONDITIONS ON OUR SHIPPING TICKET AND CREDIT APPLICATION AND SUCH TERMS AND CONDITIONS ARE INCORPORATED HEREIN BY THIS REFERENCE. IF YOU ARE UNWILLING OR UNABLE TO ACCEPT SAID TERMS, RETURN THE PRODUCT IMMEDIATELY IN NEW CONDITION.

Subtotal	3731.49
S&H CHGS	0.00
Sales Tax	270.53
Amount Due	4002.02

**** Reprint ** Reprint ** Reprint ****

AERO-MOD, INC.
 7927 U.S. Highway 24
 Manhattan, KS 66502
 Fed. ID #34-1829167

Invoice

11818

(785) 537-4995
 Fax (785) 537-9105

TO

WAHLUND CONSTRUCTION, INC.

DATE JULY 19, 2012

JOB NO.

830 HILMA DRIVE

JOB NAME

PURCHASE ORDER NO. 24.11.02

EUREKA, CA 95503

JOB LOCATION

RIO DELL WWTU UPGRADE & DISPOSAL
 RIO DELL, CA 95562

TERMS

PER TERMS OF AGREEMENT

	DESCRIPTION	PRICE	AMOUNT
> LS	SECTION 11333 PACKAGE BIOLOGICAL TREATMENT FACILITY AS PER SPECIFICATIONS SECTION 11333, ALL RELATED SPECIFICATION SECTIONS AND AERO-MOD SCOPE OF SERVICES DATED 07/20/2011. LUMP SUM AMOUNT OF ALL EQUIPMENT \$1,342,000.00 START-UP, TRAINING & FREIGHT/NON-TAXABLE 50,000.00		
	TOTAL AMOUNT OF THIS PURCHASE ORDER \$1,392,000.00 LESS PAY REQUEST NO. 1 6/18/12 (539,902.00) BALANCE REMAINING \$ 852,098.00		
	PAY REQUEST NO. 2		
	EQUIPMENT SHIPPED TO JOBSITE THURSDAY, JULY 19, 2012 TO ARRIVE ON-SITE MONDAY JULY 23, 2012		\$497,607 00
	FREIGHT CHARGES FOR THIS EQUIPMENT		13,998 00
	TOTAL AMOUNT FOR THIS PAY REQUEST		\$511,605 00
>	LESS 10% RETAINAGE WITHHELD PER TERMS		(51,160 50)
	TOTAL AMOUNT DUE THIS INVOICE PER TERMS		\$460,444 50
	PACKING LIST OF THIS EQUIPMENT ATTACHED		
	SALES TAX THIS PAY REQUEST		\$36,076 51
	SALES TAX PREVIOUS PAY REQUEST		\$38,466 33
	TOTAL		\$586,147 84

Thank You

Aqua Sierra Controls, Inc.

1650 Industrial Drive, Auburn, CA 95603
Phone 530-823-3241 Fax 530-823-3475

www.aquasierra.com
accounting@aquasierra.com

Invoice Number: 23866

Invoice Date: 7/10/2012

SOLD

TO:

Parker Electric
638 W. Washington Street
Eureka, CA 95501

SHIP

TO:

Rio Dell WWTP
Rio Dell, CA 95562

Ordered By: RAY PARKER

Service Date: 7/10/2012

Due Date: 8/9/2012

Terms: Net 30

Customer Number: P00150

P.O. Number: RDWWTP1

Job Number: LJ13859

Performed By: LW

QTY	ITEM	DESCRIPTION	PRICE	EXTENSION
		FURNISH LABOR AND EQUIPMENT TO PROVIDE AUTOMATION INTEGRATION SERVICES FOR THE RIO DELL WWTP		
		THE FOLLOWING IS OUR PROGRESS BILLING FOR LABOR AND EQUIPMENT DELIVERED TO THE SITE, INCLUDING SUBMITTALS (APPROVED) AND MAGNETIC FLOWMETER. PROGRESS BILLING PERIOD FROM JUN 1 TO JULY 15, 2012. SEE ATTACHED REQUEST FOR PAYMENT.		
		ITEM 8 OF THE CONTRACT BID BREAKDOWN 19%	23,125.24	23,125.24
			SUBTOTAL:	\$23,125.24
			TAX:	\$0.00
			PAYMENTS:	
			TOTAL:	\$23,125.24

YOU MAY DEDUCT \$ _____

IF PAID BY _____

Xylem Water Solutions U.S.A., Inc.

790-A CHADBOURNE RD.
FAIRFIELD, CA 94534
Tel.(707)422-9894 Fax:(707)422-9808

REMIT

P.O. BOX 223724
Pittsburgh, PA 15251-2724

INVOICE			YOUR PURCHASE ORDER 24.11.04	
INVOICE NO. 07690777	FUS NO. 846353	DATE SHIPPED 6/18/12	DELIVERY NOTE A14860	
INVOICE DATE 6/18/12	TRN A3	WHS 140	PAYMENT TERMS 90%N60 10% NET 120 DAYS	

Sold To:

Customer No. 067099

Ship To:

WAHLUND CONSTRUCTION INC
ATTN: RICK B PAGE
830 HILMA DRIVE

EUREKA

CA 95503

WAHLUND CONSTRUCTION, INC.

ATTN: KEN WAHLUND

475 HILTOP DRIVE

RIO DELL

CA 95562

INCO TERMS FCA/FOB US WH/ Factory		DELIVERY TERMS PP/Add Order Positio		ORDER PROCESSED BY FLYGT-FAIRFIELD, CA BRANCH	
SHIP VIA Shipper choice-Ground		ORDER TEXT RIO DELL WWTP PROJECT		CUSTOMER TEXT SHAWN BROWN 707/430-0163	
LINE	ITEM/DESCRIPTION	QUANTITY SHIPPED UM	UNIT PRICE DISCOUNT/CHARGE	NET PRICE	EXTENDED AMOUNT
	Quote# 2012-FFB-0208 PROJECT INFORMATION ***** * NUMBER:2012-FFB-0208 * * NAME:RIO DELL WWTP PROJECT * * LOCATION:RIO DELL, CA. * * OWNER:WAHLUND CONSTRUCTION * *****				
001	1409407023554G SEISMIC ANALYSIS NP3202/NP3153 642MT / 460HT / .434MT	3 EA			
	TOT PRICE/GROUP 001 - 001				2,357.13
	SUB-TOTAL OF POSITIONS USD				2,357.13
	FREIGHT CHARGED AS LINE ITEM				
	NET AMOUNT BEFORE TAXES USD CA STATE				2,357.13 141.43
Cont on					2

Xylem Water Solutions U.S.A., Inc.

790-A CHADBOURNE RD.
FAIRFIELD, CA 94534
Tel.(707)422-9894 Fax:(707)422-9808



P.O. BOX 223724
Pittsburgh, PA 15251-2724

INVOICE			YOUR PURCHASE ORDER 24.11.04	
INVOICE NO. 07690777	FUS NO. 846353	DATE SHIPPED 6/18/12	DELIVERY NOTE A14860	
INVOICE DATE 6/18/12	TRN A3	WHS 140	PAYMENT TERMS 90%N60 10% NET 120 DAYS	

Sold To:

Customer No. 067099

Ship To:

Page 2

WAHLUND CONSTRUCTION INC
ATTN: RICK B PAGE
830 HILMA DRIVE

EUREKA CA 95503

WAHLUND CONSTRUCTION, INC.
ATTN: KEN WAHLUND
475 HILTOP DRIVE
RIO DELL

CA 95562

INCO TERMS FCA/FOB US WH/ Factory		DELIVERY TERMS PP/Add Order Positio		ORDER PROCESSED BY FLYGT-FAIRFIELD, CA BRANCH	
SHIP VIA Shipper choice-Ground		ORDER TEXT RIO DELL WWTP PROJECT		CUSTOMER TEXT SHAWN BROWN 707/430-0163	
LINE	ITEM/DESCRIPTION	QUANTITY SHIPPED UM	UNIT PRICE DISCOUNT/CHARGE	NET PRICE	EXTENDED AMOUNT
	CA LOCAL CA COUNTY				23.57 5.89
				ORDER TOTAL USD	2,528.02

*Rio Dell City hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



August 7, 2012

TO: Honorable Mayor and City Council Members
FROM: Jim Stretch, City Manager
SUBJECT: Short term modification of employment agreement with James R Stretch

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve an amendment to the Employment Agreement of City Manager James R Stretch for the months of August and September 2102 only to:
 - a) Increase the hours worked (Section 8- Hours of Work)for the months of August and September 2012 only from 20 hours/week to no more than 40 hours/week, and
 - b) Convert the ½ time salary of \$52,241 noted in Section 6. (Salary) to the hourly rate of \$50.23 for the months of August and September 2102 only, and
 - c) Direct the City Attorney to prepare the necessary amendments to the agreement and authorize the Mayor to sign it.

BACKGROUND AND DISCUSSION

Prior to June 1, 2012, the City Manager in Rio Dell was considered to be a full time position and worked accordingly. After reorganization in 2011-12 the position was reassigned by the City Council to ½ time and James R Stretch was hired on those terms, effective June 1, 2012. Two months have now passed and the ½ time assumption for the position has not been realized. It is foreseeable that additional effort may be required for at least the months of August and September 2012. It is hoped that some organization and administrative matters can be addressed so that the position can be returned to ½ time.

It is agreeable to the incumbent to increase the hours of work for this limited period. The salary in Section 6 of the employment agreement is stated for 20 hours/week. Converting that salary into an hourly rate of \$50.23 will address the salary issue. This is the same hourly rate found in the ½ agreement—there is no change.

FISCAL IMPACT

None. Funds were included in the City Manager's budget for a full time position just in case the ½ time position did not provide the level of administration the Council desired.



TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

THROUGH: Jim Stretch, City Manager

DATE: August 7, 2012

SUBJECT: Water Rates, Charges and Fees

RECOMMENDATION

Approve Resolution No. 1168-2012 establishing water rates, charges and fees pursuant to provisions of Rio Dell Municipal Code Chapter 13.05, and rescinding Resolutions 998-2008, 1142-2012 and 1159-2012.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

At the June 19, 2012 regular meeting, the City Council approved Resolution No. 1159-2012 relating to the requirements of water deposits. At that time, the City Council directed staff to consolidate all water fee resolutions into one resolution and bring it back to the City Council for adoption. Accordingly, Resolution No. 1168-2012 consolidates all water related rates and charges, incorporates current water rates effective July 1, 2012, and rescinds Resolutions 998-2008, 1142-2012 and 1159-2012.

ATTACHMENTS:

Resolution No. 1168-2012

RESOLUTION NO. 1168-2012
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RIO DELL ESTABLISHING WATER RATES,
CHARGES AND FEES PURSUANT TO PROVISIONS
OF RIO DELL MUNICIPAL CODE CHAPTER 13.05

WHEREAS, the City of Rio Dell is authorized by the California Constitution and the California Code to charge fees to cover expenses for the services it provides; and

WHEREAS, the City Council of Rio Dell did on November 7, 2000 adopt Water Ordinance No. 241 (RDMC Chapter 13.05) that allows for all rates, charges, fees and penalties contained in the ordinance to be modified by resolution of the City Council of the City of Rio Dell to provide for future charges; and

WHEREAS, the City Council of Rio Dell did on May 21, 2002 adopt Ordinance No. 243-2002, amending Water Ordinance No. 241, allowing for monthly bills to be calculated as set forth by resolution duly adopted by the City Council of the City of Rio Dell.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell that this Resolution rescinds Resolutions 998-2008, 1142-2012, and 1159-2012, and that all rates, charges, and fees, hereinafter set forth shall remain levied and assessed as of the date of this Resolution as follows:

SECTION 1. Backflow Preventer

At consumer's expense plus a \$50.00 reconnection charge

SECTION 2. Installation of Shut-Off Valves

At consumer's expense plus a \$35.00 shut-off charge

SECTION 3. Fees for New Service Connections

\$2,500.00 (\$2,000.00 Operational + \$500.00 Capital)

SECTION 4. Charges for Installing Meters

\$200.00 or actual costs, whichever is greater

SECTION 5. Fees for New Service Connections for Multi-Use Motels and Hotels

\$110.00 per each said unit that has no more than (1) bedroom and no kitchen facilities or \$1,000.00, whichever is greater (90% Operational; 20% Capital)

SECTION 6.

For all Residential, Commercial and Institutional Customers Inside City Limits

Minimum Monthly Base Charge (effective July 1, 2012) - \$25.48

Usage Charge:

0 to 100 cubic feet (1 unit or 748 gallons)	-	Included in Monthly Base Charge
100 to 1,000 cubic feet	-	\$2.30 per 100 cubic feet
Over 1,000 cubic feet	-	\$3.46 per 100 cubic feet

For all R.V. Parks and Mobile Home Parks with Significant Space Committed to Recreational Vehicle Parking

Minimum Monthly Base Charge	-	\$25.48
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Usage Charge:

0 to 100 cubic feet	-	Included in Monthly Base Charge
100 to 1,000	-	\$2.30 per 100 cubic feet
Over 1,000 cubic feet	-	\$3.46 per 100 cubic feet

Eligibility for R.V. Park and Mobile Home Park with significant R.V. space will be based on the following conditions and definitions:

1. Significant R.V. space is defined as at least 20% of the total spaces in the facility.
2. Base charge is calculated at 0.65 per R.V. space and 1.00 per mobile home space.
3. Total Park water consumption must have average less than 90% of the average residential water consumption to maintain eligibility for this rate.
4. Certification: Mobile home park owners or operators must file a monthly sworn statement certifying that the total number of spaces in the park and the number of spaces dedicated to recreational vehicles for the entire month.
5. Mobile home spaces will be calculated as residential units.
6. If any condition is not met, the base charge will be \$1.00 per space.

Example: A 40-unit mobile home park dedicates 8 spaces to recreational vehicles for an entire month.

Base charges for the 32 mobile home spaces	32.00
Base charges for 8 R.V. spaces (8 x .65)	5.20
Water included in base charge (32.00 + 5.20 x 100)	37.20
Water at \$2.00 per 100 cubic feet (32 + 5.2 x 900)	334.80

Outside City Limits for all Residential and Commercial Customers Alike

Minimum Monthly Base Charge	-	\$38.24
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Usage Charge:

0-100 cubic feet	-	Included in Monthly Base Charge
100 to 1,000 cubic feet	-	\$3.46 per 100 cubic feet
Over 1,000 cubic feet	-	\$5.56 per 100 cubic feet

SECTION 7. Billing

The City may read water meters on a monthly or bi-monthly basis. If a bi-monthly meter reading schedule is established, billings for the month the meters are not read shall be based on one half of the previous two month's usage.

SECTION 8. Water Deposits

Water Deposits for all non-owner customers shall be \$100.00

SECTION 9. Penalty

Delinquent payments: 10% penalty; 0.5% further penalty per additional month

SECTION 10. Reconnection Fees

Requests made between 8:00 a.m. and 4:00 p.m. when City Hall is open: \$40.00 for the first reconnect; \$60.00 for the second reconnect and \$100.00 for all subsequent reconnects.

An additional charge of \$75.00 will be made for requests made between 4:00 p.m. and 8:00 a.m. on weekdays, anytime on weekends and holidays.

SECTION 11. Shut-off Fee Following Unauthorized Connection

\$400.00 plus actual costs

SECTION 12. Taking Water From Hydrants

\$25.00

SECTION 13. Charges for Vacation Locks

To lock: \$10.00

To renew service: \$10.00

BE IT FURTHER RESOLVED, that rates will be increased by three (3) percent annually effective July 1st of each year.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 7th day of August, 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
August 7, 2012**

TO: Mayor and Members of the City Council

THROUGH: Jim Stretch, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: August 2, 2012

SUBJECT: Position Allocation Table

RECOMMENDATIONS

Approve Resolution 1169-2012 Approving the Position Allocation Table for Fiscal Year 2012-2013.

BACKGROUND AND DISCUSSION

The attached position allocation table reflects the number of positions that were funded in the current adopted budget for fiscal year 2012-2013. Several years of history is also provided as general information.

When adopted, no positions will be added or deleted without an amending resolution of the City Council. This action also clarifies which positions are authorized for payroll processing.

RESOLUTION NO. 1169-2012
CITY OF RIO DELL
APPROVING THE POSITION ALLOCATION TABLE
FOR FISCAL YEAR 2012-2013

WHEREAS, the City is required to adopt an annual operating budget pursuant to City of Rio Dell Resolution 966-2007; and

WHEREAS, the City establishes a staffing plan each year that is incorporated into and funded through the annual budget; and

WHEREAS, the City Finance Department is charged with the duty of processing payroll for approved staffing positions; and

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby adopt the Position Allocation Table for Fiscal Year 2012-2013 as follows:

Job Title	2010- 2011 FTE	2011- 2012 FTE	2012- 2013 FTE	
Accountant II	-	1.00	1.00	
Administrative Assistant	1.00	-	-	
Chief of Police	1.00	1.00	1.00	
City Clerk	1.00	1.00	1.00	
City Manager	1.00	1.00	0.50	
Community Development Director		1.00	1.00	
Finance Director	1.00	1.00	1.00	
Fiscal Assistant I	1.00	1.00	2.00	*
Fiscal Assistant II	1.00	1.00	-	*
Police Corporal	1.00	-	-	
Police Officer	5.00	3.00	3.00	
Police Records Technician	1.00	-	-	
Police Sergeant	1.00	1.00	1.00	
Public Works Leadman	1.00	1.00	1.00	

PW Administrative Technician	1.00	1.00	-	
Senior Fiscal Assistant	1.00	-	-	
Utility Worker I	3.00	4.00	4.00	*
Utility Worker II		-	-	*
Wastewater Superintendent	1.00	1.00	1.00	
Water & Roadways Superintendent	1.00	1.00	1.00	
Public Works Director	1.00	-	-	
Total	24.00	20.00	18.50	

PASSED AND ADOPTED by the City of Rio Dell on this 7th day of August, 2012.

Ayes:

Noes: None

Abstain: None

Absent: None

Julie Woodall, Mayor

ATTEST:

Karen Dunham, City Clerk

*Rio Dell City hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



August 7, 2012

TO: Honorable Mayor and City Council Members
FROM: Jim Stretton, City Manager
SUBJECT: Report on Suddenlink Transfer application

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive and file this report

BACKGROUND AND DISCUSSION

This is an information report to inform the Council and the public of steps being taken in response to a notification from Sudden Link Communications of their application to change equity ownership.

Sudden Link Communications has notified franchise holders of a change of equity ownership. The company name will remain Sudden Link Communications. The franchise holders are comprised of the County of Humboldt along with the Cities of Arcata, Blue Lake, Eureka, Fortuna, Ferndale, Rio Dell.

With this change of equity ownership, entities will have an opportunity to review current issues to make sure franchise rights are enforced and remain in compliance. Franchise holders have thirty (30) days to request more information. Sudden Link's application for change of equity ownership is expected to conclude within 120 days from July 26, 2012 when the franchises were put on notice.

Sudden Link has provided the 7 franchise holders with checks for \$5,000 each for costs associated to review and process the change of equity application. The City managers and County Administrative Officer recently met with Sean McLaughlin, Executive Director of Access Humboldt via conference call. Since our entities all have existing agreements with Access Humboldt to facilitate the respective franchise agreements, it may be prudent to pool the checks our franchises received so that Access Humboldt can retain the Buske group as consultants to perform a list of tasks which are described in ATTACHMENT A. The Buske Group provided ATTACHMENT B which outlines the overall process.

The scope of work proposed by the consultant does not at this point seem to require the entire \$35,000 we have all received. Based on the information available now, it would be my recommendation to send the major portion of the \$5,000 to Access Humboldt to pass through to The Buske Group, but retain \$1,000 to cover Rio Dell City staff costs related to processing the Transfer Application.

This recommendation may change as the process unfolds, and that decision may be made on August 21, 2012 when the \$5,000 budget amendment is submitted to the City Council for adoption.

BUDGET/FISCAL IMPACT

N/A

ATTACHMENTS

- A. Letter to Access Humboldt from the Buske Group dated July 24, 2012.
- B. FRANCHISE TRANSFER / CHANGE OF CONTROL PROCESS

Cc: Finance Director



July 24, 2012

Sean McLaughlin
Executive Director
Access Humboldt
1915 J Street
Eureka, CA 95501

Dear Sean:

The Buske Group is pleased to have the opportunity assist Access Humboldt, acting on behalf of Humboldt County and the Cities of Arcata, Blue Lake, Eureka, Fortuna, Ferndale, and Rio Dell. During our recent telephone conversation, you requested a scope of work and budget for the work that was discussed regarding the recently announced change of control/transfer of ownership of the Suddenlink cable system, which serves the County and Cities.

Background:

Over the past ten years, we have had the opportunity to work with Access Humboldt, Humboldt County and the Cities on a number of occasions. The Buske Group assisted the County and Cities in the franchise renewal process with Cox, which was completed in 2006. That process involved revising the Cities/County Code, and negotiating a renewed franchise with Cox that was subsequently transferred to Suddenlink. During that renewal process, we assisted the County and Cities in creating Access Humboldt and assisted in the process of hiring the Executive Director. In 2006, StarStream applied for a transfer of cable system ownership for its system in the Garberville area to WAVE Broadband. We assisted the County with that transfer of ownership process. In the years that followed, after changes in state law occurred, The Buske Group assisted the County and Cities in developing a new section of the Cities/County Code that addressed state video franchises.

The Project:

The local franchise agreements between Suddenlink and the County and Cities empower the local governments to approve a change of control/cable transfer of ownership that may occur. Both the local franchises and federal law contain certain information submittal requirements with which the seller and the buyer must comply. In addition, federal law specifies certain criteria that may be considered by a local government when making a determination whether to approve a transfer of ownership.

Since all seven local governments have identical franchise agreements and ordinances, the transfer process can be conducted in an effective and economical fashion. A good deal of the general research and background analysis associated with the proposed transfer of ownership is applicable to any community being served by the cable operator that has proposed the transfer.

The timing of this transfer of ownership/change of control is of particular significance because the local franchise agreements are due to expire in April 2014 and will roll over to state franchises pursuant to state law. Once the local franchises end, the County and Cities will have very limited authority over the cable operator and only in areas where state law permits local government to seek remedies in court (PEG access and franchise fees). Therefore, this is likely to be the last time the local government will have an opportunity to have any “leverage” with the cable company to correct compliance issues or make changes. It is important to remember that *Suddenlink* is asking the County and Cities for something of value to Suddenlink -- approval of the transfer/change of control. The County and Cities may not unreasonably withhold approval of this transaction, but it is certainly reasonable to carefully review and consider the past performance of Suddenlink and the financial and management capabilities of the buyer.

Below is a list of tasks that we foresee to be undertaken by the consultant:

- Review FCC Form 394 filed by Suddenlink.
- Review other associated documents, such as the transfer of assets agreements and associated financial documents.
- Communicate with designated Access Humboldt and Cities/County staff to identify franchise compliance issues, if any.
- Communicate with designated Access Humboldt and Cities/County staff regarding other ancillary issues, if any (e.g., rate issues).
- Prepare a memo outlining our findings.
- Draft a change of control/transfer of ownership agreement (if necessary) and a resolution for action by the Cities/County Councils.
- Conduct negotiations (as necessary) with Suddenlink and/or the buyer to agree on the terms of the transfer of ownership agreement.
- Provide other assistance related to the transfer of ownership as requested by Access Humboldt and Cities/County staff.

The hourly professional fees for the services listed above will be as follows:

Senior Consultant/Negotiator (Sue Buske)	\$150.00 per hour
Senior Consultant (Randy VanDalsen)	\$125.00 per hour
Financial Analyst (Connie Cannady)	\$195.00 per hour
Engineers and Technical Associates (Columbia Telecommunications)	\$75.00 - \$170.00 per hour
Legal Advice (the law firm of Spiegel McDiarmid)	\$300 - \$450.00 per hour

Direct costs such as printing, overnight delivery fees, and travel (if any) will be billed as incurred, in addition to the professional hourly fees listed above.

I anticipate that the total cost to Access Humboldt on behalf of the County and Cities for all aspects of the transfer of ownership project will not exceed \$35,000. If the cost exceeds this estimate, we would not proceed with additional work until we received a written authorization from Access Humboldt to do so. The Cities/County Codes include a clause that states as follows: *"The proposed transferee shall pay all reasonable costs incurred by the City(County) in reviewing and evaluating the applications"*.

We believe that it is wise to undertake a compliance review when a transfer is requested, since it is difficult to achieve franchise/contract compliance with regard to certain matters after a franchise transfer has occurred. This may even be the case in situations where the Cities/County possess the legal right to insist on such compliance and the incoming cable operator has the responsibility to remedy all past noncompliance issues (known and unknown).

Therefore, we are also prepared to undertake the following tasks upon request.

1. Review the Operator's Compliance with the Existing Franchise.

As part of the change of control/transfer of ownership process, the Cities/County have an interest in reviewing the operator's past performance to assure that they and members of the public have received all benefits of the existing franchise. If noncompliance areas are identified, the Cities/County may seek corrections to the areas of noncompliance and penalties or remedies. If the noncompliance is the result of a lack of clarity in the franchise agreement, the Cities/County may seek revised franchise language to eliminate any ambiguities. The review may also result in immediate improvements to service in some areas. This task would include charting all primary obligations and determining the level of compliance in such areas as PEG access, reporting, interconnection, system rebuild, required performance bonds and letter of credit.

Estimated Cost: \$5,000 - \$7,000

2. Conduct a Franchise Fee Payment Review.

We have found that when a cable operator requests a transfer of ownership, it is appropriate to review the past franchise fees it has paid. This will assure that a community has collected the historical amounts due before a transfer of ownership is renewed is approved. The types of issues that typically arise in assuring that franchise fee payments are correct include:

- Differences between cash receipts and accrual accounting, including bad debt accounting policies;
- Procedures for allocating revenues to particular franchising authority areas when the same operation serves multiple jurisdictions;
- Inclusion or exclusion of certain revenue items (e.g., advertising, home shopping, leased access, late fees, and others); and
- Treatment of the franchise fee amount itself as an element of gross revenues.

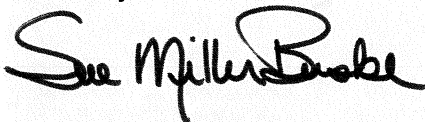
We propose to determine whether payments made commencing January 2009 through July 2012 (or an alternative period selected by the affected Cities/County) have been appropriate.

Estimated Cost Range: \$9,000 – 13,000

I have prepared this proposal to provide consulting services related to the cable change of control/transfer of ownership process (and other services) in a letter form -- rather than a more formal proposal -- to permit Access Humboldt and the Cities/County to make its decision on these matters as soon as possible. A rapid decision with regard to the consulting services you require is necessary because Federal law requires that each community must act upon a transfer of ownership request within 120 days of the date that the FCC Form 394 is received. Furthermore, once the FCC 394 is filed with the Cities/County the local government have only 30 days to respond with request for any additional information that might be needed to properly review the transfer application.

I look forward to the opportunity to work with you and to be of assistance to Access Humboldt and the Cities/County.

Sincerely,

A handwritten signature in black ink that reads "Sue Miller Buske". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Sue Miller Buske, President
The Buske Group

FRANCHISE TRANSFER /CHANGE OF CONTROL PROCESS

OVERVIEW

- Cable operator will benefit from the transfer or they would not be undertaking the transaction.
- The franchise is a contract between the local franchising authority (LFA) and the incumbent cable operator.
- LFA is entitled to performance by the cable operator on all of the terms of the contract.
- Cable operator is asking for something that only the LFA can grant.
- When considering whether to consent to a transfer of ownership request, the LFA should conclude that the transfer will benefit the community.

FEDERAL LAW

- Does not establish substantive requirements for rejecting or approving transfer.
- Does establish certain procedures which must be followed.
- LFA must act within 120 days of the receipt of a complete FCC Form 394 and all information required by LFA.
- LFA and cable operator may agree to extend the 120 days.
- If the LFA does not act within 120 days, the transfer is deemed approved.
- FCC rules state that a LFA which questions the accuracy or completeness of the information provided in the FCC Form 394 must notify the cable operator within 30 days of receipt of Form 394.

STATE AND LOCAL REQUIREMENTS

- Franchise agreement and State law (varies by state) establish basis for granting or denying transfer.

THINGS TO CONSIDER IN TRANSFER PROCESS

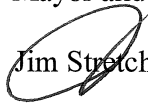
- LFA should assess the buyer's financial, legal, and technical qualifications.
- LFA should evaluate the seller's past and current performance and identify any noncompliance issues that need to be resolved.
- LFA should seek resolution of any identified noncompliance issues
- LFA should consider whether an effect of the transfer would be the reduction of competition.

DETERMINE TERMS AND CONDITIONS OF APPROVAL OF TRANSFER OR CHANGE OF CONTROL

- Damages (if any) owned with regard to past noncompliance
- Address issues (if any) which were identified in review of FCC 394 and asset purchase agreement, etc.
- Conditions relating to responsibility for past noncompliance of seller (known and unknown at time of sale)
- Abide by terms and conditions of franchise (i.e. access support)
- Cure any franchise noncompliance

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



To: Mayor and Rio Dell City Council
Through:  Jim Stretch, City Manager
From: Rick Chicora, Wastewater Superintendent
Date: August 7, 2012, 2012
Subject: Wastewater Project Change Order

Recommendation

It is recommended that the City Council approve the attached \$30,892 change order for a new Control Panel for the Wastewater Treatment Plant upgrade.

Discussion

The Wastewater Department is requesting a change order for the replacement of the main control panel and cabinet that houses all of the monitors, alarms, equipment controls and data systems related to the current wastewater plant and system. The present control panel is located in the lab building and has been in place for 40 years. During that period the cabinet has been used as a connecting point for 4 additional control boxes associated with the existing data acquisition and control system. Those control panels are located at various locations in the lab, which make them inconvenient and not operator friendly. It has been a piece-meal system that is difficult to follow and troubleshoot and should have been replaced as the system grew.

Now that we are abandoning just about everything in the cabinet, this is the time to clean up the system and integrate all of the monitors and controls into one panel. If not done now it may be another 40 years before we have another chance to pull it all together. In hindsight, rather than rewire the old panel and live with a scattered layout, this upgrade should have been included in the larger capital project.

Attached is the \$30,892 change order from Wahlund Construction and pictures of the existing panel and modules in the lab that the change order would address.

Budgetary Impact

It is estimated that the plant upgrade is about 40% complete and approximately \$80,000 of savings have accrued to date. The cost for this change order will be charged to the existing wastewater treatment plant project budget (\$12,980,859).

Proposal

Proposal Number:	010
Date:	7/31/2012
Requested by:	Rick Chicora

Issued To:

City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

Project: Rio Dell Wastewater Treatment Plant Upgrade and Disposal Project

Description		Amount
Fabricate and install new PLC SCADA and Pump Control Panel per attached Parker Electric proposal		\$ 29,129.30
	Sub Total	\$ 29,129.30
	5% O&P	\$ 1,456.47
	Sub Total	\$ 30,585.77
	1% Bond	\$ 305.86
	Total Price	\$ 30,891.62

Additional working days required: None.

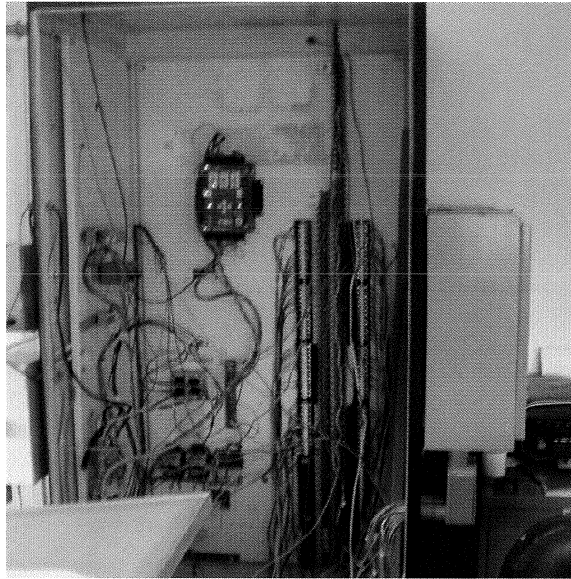
Attachments:

Parker Electric proposal dated 7/30/12

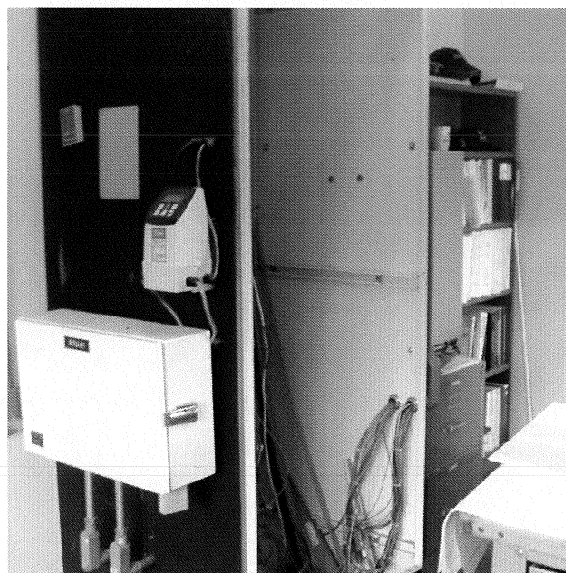
Signed: *Bret Rinehart*

Wahlund Construction, Inc. / Sequoia Construction Specialties

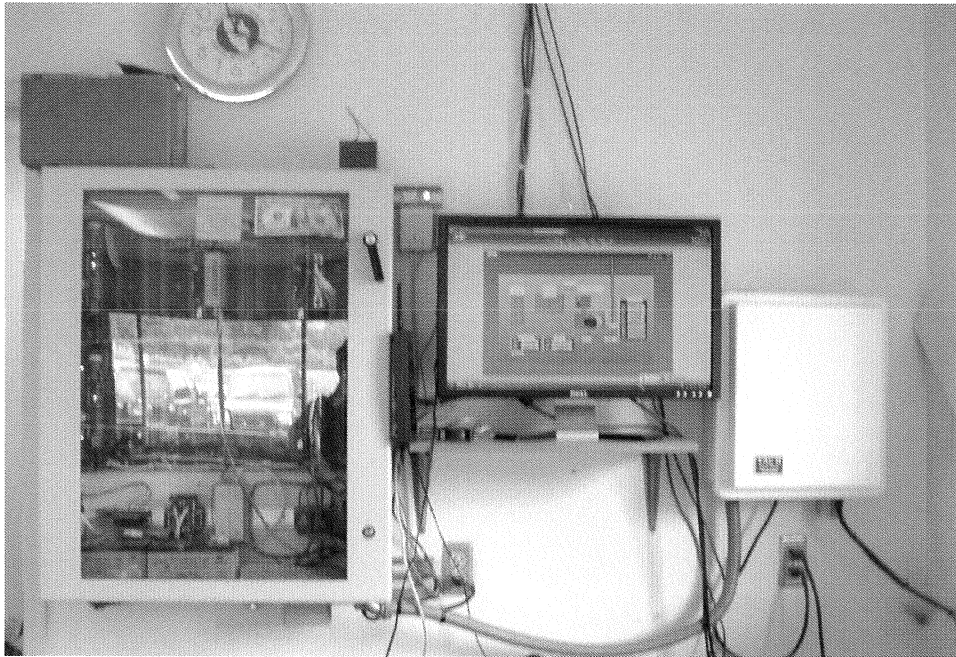
Project No. 24-11



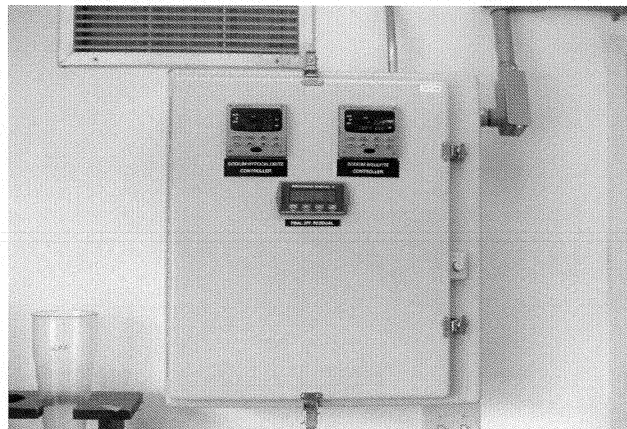
Existing Control Cabinet



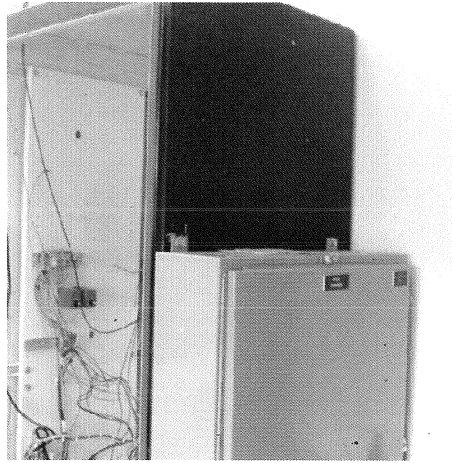
Small cabinets on the big cabinet



SCADA Sever



Chlorine Control Panel



Small SCADA cabinet

*Rio Dell City hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



August 7, 2012

TO: Honorable Mayor and City Council Members
FROM: Jim Stretch, City Manager
SUBJECT: Minor amendments to (6) employment agreements

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Amend Section 10 of the employment agreement with the City Clerk Karen Dunham to increase the annual Executive leave from 40 to 80 hours, and
2. Amend Section 10 of the employment agreements with the City Clerk, Chief of Police, Finance Director, Community Development Director, Water/Roadways Superintendent and Wastewater Superintendent to read that any Executive Leave that remains on the books (not taken or paid out) as of the first pay period in June will be paid on that pay period, and
3. Amend Section 8 of the agreements with Water/Roadways Superintendent Randy Jensen and Community Development Director Kevin Caldwell to increase the number of hours occasionally worked/week in outside employment (non-employer related business) from 4 to 8 without City Manager approval, and
4. Amend the employment agreement with Chief of Police Graham Hill to require that he wear a full insignia uniform when appropriate and that he receive a uniform allowance of \$187.50 per calendar quarter in the first pay period of the quarter, effective September 1, 2012. This allowance is recognized to cover the cost of the uniform and should be strictly used for the purchase, maintenance, repair of the uniform(s) and necessary leather and safety gear worn by the department's sworn Officers.
5. Amend Section 2 d. of Chief of Police Graham Hill's employment agreement to read the same as the other 5 contract employees' Section 2 for severance payment.

BACKGROUND AND DISCUSSION

On July 10, 2102 the City Council approved the employment agreements with its six (6) contract employees. The Council may recall that the basic (6) agreements have standard provisions related to benefits and terms of employment. Shortly thereafter, the City Manager circulated the agreements and all were returned with signatures. However, I learned that some minor issues were still outstanding and it is my judgment that they should not be left hanging for the 2 year contract period.

I have now met with each employee, listened to their points and make the following recommendations for your consideration:

1. **EXECUTIVE LEAVE**--In lieu of allowing all of these employees to accrue compensatory time off or earn overtime for hours worked/week in excess of 40 hours, all receive 80 hours of executive leave per fiscal year, except the City Clerk. Her agreement allows for 40 hours of executive leave per year, yet she attends all Council meetings and all Planning Commission meetings which are held in the evening. In the past she has also worked many Friday evenings in order to produce the City Council's agenda packets.

Recommendation—Amend Section 10 of the employment agreement with the City Clerk to increase the annual Executive Leave benefit from 40 hours to 80 hours.

2. **EXECUTIVE LEAVE PAYOUT**—Section 10 of the various agreements provides that the “Employee may be paid for any unused portion of Executive Leave on the first pay period of December and/or the first pay period of June”. However, if one does not make the request, it is lost, which I understand was not the intended purpose.

Recommendation- -Amend Section 10 in all 6 agreements to read that any Executive Leave that remains on the books (not taken or paid out) as of the first pay period in June will be paid on that pay period.

3. **OUTSIDE EMPLOYMENT**--Section 8 of the various agreements concerns outside employment. Most of the agreements limit the outside hours worked to 4/week for “teaching, counseling, or other non-employer connected business without the prior written approval of the City Manager.”

There are contract employees that do at various times (not routinely) work more than the 4 hours. And, in at least one case, their initial agreement stated 8 hours/week (for a side business), but the hours were inadvertently changed to 4 in the most recent agreement.

Recommendation—Amend Section 8 of the agreements with the Water/Roadways Superintendent and Community Development Director to increase the occasional number of hours worked/week in outside employment from 4 to 8 without City Manager approval.

4. **UNIFORM ALLOWANCE**—Rio Dell Police Officers are required to wear uniforms and are paid by the City \$187.50/quarter for their purchase, maintenance and repair. The

Chief of Police is not required by the employment agreement to wear a uniform, though he does 3 out of 5 days, and always wears one for official events and Court appearances. He does not receive a uniform allowance.

Recommendation—The employment agreement with the Chief of Police be amended to require that he wear a full insignia uniform when appropriate and that he receive a uniform allowance of \$187.50 per calendar quarter in the first pay period of the quarter, effective September 1, 2012. This allowance is recognized to cover the cost of the uniform and should be strictly used for the purchase, maintenance, repair of the uniform(s) and necessary leather and safety gear worn by the department's sworn Officers.

5. **SEVERANCE PAY**—All contract employees have the same termination and severance provisions in their agreements, except for the City Manager and the Chief of Police. The standard provisions are as follows:

“2a. In the case of employment termination prior to expiration of this Agreement, the Director shall be entitled to receive severance in a lump sum and all unused vacation, and executive leave time, **as Employee's sole and exclusive remedy and right(s) to payment at employment termination.** “Severance” shall be paid according to the following schedule:

Years of Continuous Service

Severance Pay

0-1 year

2 months salary

1-2 years

3 months salary

2-3 years

4 months salary

3-4 years

5 months salary

b. Severance Payment Exception. Should the Director be terminated for cause or as a result of a conviction or plea of no contest to a felony no severance pay will be provided upon employment termination. If the Director voluntarily leaves employment with the City of Rio Dell or resigns, no severance pay will be provided upon separation.”

The Chief's severance is limited to 3 months without regard to years of service.

It is not the purpose in this report to discuss whether this policy should be modified in some way, only that there is a disparity in this benefit for one department head for no particular reason. It may have occurred because his employment agreement is the oldest.

1. Recommendation— Amend Section 2 d. of Chief of Police Graham Hill's employment agreement to read the same as the other 5 contract employees' Section 2 for severance payment.

OTHER ITEMS CONSIDERED

Other points that were discussed, but not recommended for change, included increasing the number of Executive Hours from 80hours annually to a greater number, and replacing Executive Leave with a compensatory time off provision.

Cc: Finance Director
City Clerk
Chief of Police
Community Developer Director
Water/Roadways Superintendent
Wastewater Superintendent